

CITY OF HAMPTON

FY 2021 ADOPTED BUDGET

October 1, 2020



"BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE"

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“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Elected Officials



Errol Mitchell



Stephanie Bodie



Mayor
Steve Hutchison



Marty Meeks



Willie Turner



Mary Ann
Mitcham



Henry Byrd



“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

City Administration



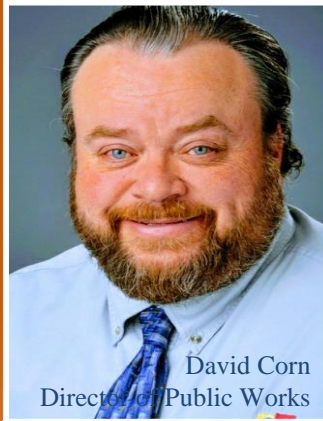
Reginald Brown
IT Manager



Melissa Brooks
City Clerk



Derrick Austin
Chief of Police



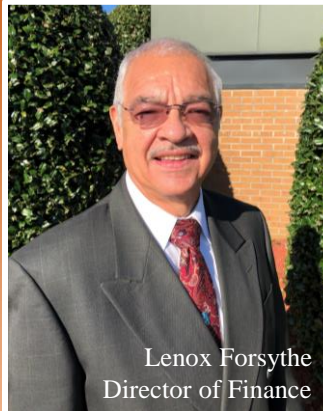
David Corn
Director of Public Works



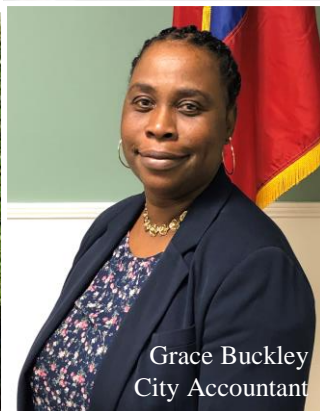
Wanda Moore
Director of Community
Development



Andrea Atwater
Director of
Human Resources



Lenox Forsythe
Director of Finance



Grace Buckley
City Accountant



Kenda Woodard-Amin
Main Street Manager



Alex Cohilas, City Manager
Rashida Fairley, Executive Assistant to the City Manager

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

October 1, 2020

Annual Operating and Capital Budget

18 September 2020

Mayor and Council
City of Hampton
Hampton, Georgia

Re: Fiscal Year 2021 Budget




Dear Honorable Mayor and Council:

It is my great honor and pleasure to present to you and our citizens the **Proposed FY 2021 Budget** for the City of Hampton. The work product you find contained herein is not the result of my labor alone, rather it represents the collective effort of our talented Directors, Staff and Financial Advisor.

I think it is fair to say that when we started this past fiscal year, none of us had any idea what dramatic challenges lay ahead for our city, nation and indeed the world, related to the COVID-19 pandemic. In addition to COVID, we had to overcome an unexpected crisis in our water department, which led to an operational overhaul of our Public Works Department, and required unplanned capital improvement to our wastewater treatment plant.

When COVID hit at the end of the second quarter of our 2020 fiscal year we had no idea how much damage would be wrought on our enterprise fund. For a city with no property tax and the third lowest electric rate in the entire state of Georgia any significant drop in Enterprise Fund revenue could have been problematic. Thankfully, we were conservative in our revenue projections, and the economy was stronger than anticipated for the first and second fiscal quarters, which resulted in higher than anticipated Local Option Sales Tax (LOST) collection. Coupled with a less than anticipated drop off in revenue in our third fiscal quarter and a rebounding economy, we were able to more than weather the negative economic impact of COVID-19 and keep our employees safe.

Before I address the goals and objectives of the **FY 2021 Budget**, let me first highlight some of the major accomplishments of this past year:

- Eliminated the sewer debt relief surcharge on utility bills
- Brought Planning, Zoning & GIS services in house
- Established our own IT department
- Overhauled our water and wastewater departments
-  Completed several SPLOST projects, including purchase of new police vehicles

- Installed a new \$600k belt press for our wastewater system
- Installed new phone system
- Established a new 24-hour emergency power outage phone line
- Reduced 22 different bank accounts to 14
- Successfully transitioned from two separate banks to one, reducing costs to the city
- Established procurement policies which meet all legal and best practices standards

In addition, our Finance Department has, as promised undergone dramatic improvement, under Mr. Forsythe's direction. As a result, our Finance Department:

- Reconciles accounts monthly
- Prepares timely in house monthly, quarterly, and annual reporting
- Established better internal cash handling and reconciliation practices
- Reduced our accounts receivable (AR)
- Provided trend analysis for each of our utility departments
- Formatted our budget according to Governmental Financial Officers Association (GFOA) standards in preparation of seeking GFOA certification
- Put the city of Hampton on a "full accrual basis," in accordance with GFOA and Generally Accepted Accounting Principles (GAAP)
- Put us on a path to obtain, for the first time in city history a Comprehensive Annual Financial Report (CAFR) certification

As evidenced, we have accomplished a lot in this past year and are prepared to accomplish even more, despite several challenges facing us in the areas of Service Delivery Strategy (SDS); Special Local Option Sales Tax (SPLOST) V revenue, and the fact that we have expanded our city limits though annexation by 53%. That being said, I am quite pleased to present to you a balanced ***FY 2021 Budget*** that:

- Does not require instituting a property tax
- Does not require a utility rate increase
- Contains no increase to employee health insurance costs
- Transitions to a merit-based pay raise system for employees
- Establishes a new Captain's position in our Police Department
- Establishes new Street Superintendent and Water/ Wastewater Superintendent positions in Public Works
- Establishes a new City Planner I position in Community Development
- Establishes a \$15 per hour minimum starting pay for all full-time positions
- Corrects longstanding salary imbalances within our street department
- Begins to address in a significant fashion, the previously unaddressed storm water issue
- Calls for \$3.60 mil in SPLOST project expenditures
- Calls for \$4.01 mil in Capital Outlay projects
- Including \$2 mil for stormwater projects and
- \$1 mil for road paving in addition to SPLOST allocations
- Calls for over \$1.4 mil in combined revenue to be spent on parks and recreation

This budget addresses many longstanding needs. Additionally, it prepares us for future growth, which you all have carefully and thoughtfully considered, and we have collectively planned for. As expressed in our January retreat, the goal is to achieve smart growth that allows us to retain all the charm and best qualities small town America has to offer, yet keeps our downtown business district financially healthy and encourages investment.

This budget, submitted for your approval, is faithful to the goals and principles we all believe in and seek for our future.

Respectfully Submitted,



Alex S Cohilas
City Manager
City of Hampton

Section 1.

Introduction & Overview

City of Hampton, Georgia

Annual Operating & Capital Budget

Fiscal Year 2021

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

General Fund Budget Summary / FY2021

General Fund Anticipated Revenues	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
General Taxes	3,652,226	3,441,901	3,840,705	3,832,900
Licenses & Permits	153,972	175,255	110,713	246,280
Charges for Services	9,281	9,770	6,941	7,008
Fines & Forfeitures	263,205	310,000	215,711	250,000
Interest Earned	36,404	15,000	11,568	15,000
Miscellaneous Revenue	39,772	39,374	32,207	38,116
Intergovernmental	185,701			
Total Anticipated Revenues	4,340,562	3,991,300	4,217,845	4,389,304
Other Financing Sources				
Transfer from Enterprise Fund	83,956	217,279	217,279	599,245
Reserve Draw down				3,000,000
Total Anticipated Revenues & Other Sources	4,424,518	4,208,579	4,435,124	7,988,549

General Fund Anticipated Expenditures	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Mayor	16,885	20,026	16,604	21,779
City Council	78,589	96,706	65,925	79,656
Elections	747	8,500	6,345	7,500
City Manager	152,994	177,637	288,332	280,255
City Clerk	125,653	111,243	112,967	123,308
Administration	377,664	297,187	299,860	321,200
Youth Opportunities	-	-	-	-
Financial Services	163,710	195,514	236,613	253,440
Information Technology	-	103,286	87,808	158,990
Human Resources	109,683	112,727	111,508	125,169
Community Development	195,479	248,492	248,061	407,912
Main Street Coordinator	194,749	192,777	102,406	202,908
Police	1,535,994	1,612,380	1,574,856	1,722,056
Municipal Court	162,931	183,002	155,701	175,299
Facilities	313,672	269,220	229,458	268,550
Streets & Highway	439,083	444,589	414,195	645,338
Parks & Recreation	139,120	135,293	117,259	164,168
Salary Adjustment	-	-	-	31,021
Transfer Out (Capital Outlay)	428,083	-	-	3,000,000
General Fund Surplus (deficit)	(10,518)	-	367,227	-
Total Expenditures	4,424,518	4,208,579	4,435,124	7,988,549

General Fund Impact Fees	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Impact Fees Revenues:				
Public Safety Impact Fee	14,665	17,186	1,054	21,768
Parks & Recreation Impact Fee	125,318	146,856	10,681	192,252
Total Impact Fee Revenues	139,983	164,042	11,735	214,020
Impact Fee Expenditures:				
Transfers to Capital Projects Fund	139,983	164,042	11,735	214,020
Total Impact Fee Expenditures	139,983	164,042	11,735	214,020

Request

New Police Officer, Promotions/Increase

New Planner, Street Super, Street Tech
Minimum wage no less than \$16hr
2.5% Salary Adjustment

Unassigned fund balance (10/1/2019):
\$6,981,995 - \$3,000,000 =
\$3,981,995 Available

Notes

*1.Reconcile Balance as of 07/2020:
\$32,030 + \$21,768 =
\$53,798 Available

*2.Reconcile Balance as of 07/2020:

*3. Youth Opportunities budget shown
under Administration.

General Fund Revenue Detail / FY2021

General Taxes		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-31-1310	MOTOR VEHICLE TITLE AV	139,650	-	141,146	150,000
100-0000-31-1600	REAL ESTATE TRANSFER	1,588	1,800	2,133	2,000
100-0000-31-1610	INTANGIBLE TAX	3,339	3,600	5,458	5,500
100-0000-31-1705	FRANCHISE TAX - EMC	30,957	31,000	36,392	35,000
100-0000-31-1710	FRANCHISE TAX-GA POWER	68,679	69,000	90,452	85,000
100-0000-31-1730	FRANCHISE TAX-NAT'L GAS	38,942	40,000	32,325	30,000
100-0000-31-1750	FRANCHISE TAX - CABLE TV	66,134	67,000	93,931	80,000
100-0000-31-1760	FRANCHISE TAX - TELEPHONE	30,419	4,200	26,441	25,000
100-0000-31-1770	POLE ATTACHMENT FEE	35,571	32,600	11,638	10,000
100-0000-31-3100	LOCAL OPTION SALE/USE TAX	2,616,398	2,571,301	2,730,000	2,750,000
100-0000-31-4200	BEER/WINE VENDOR TAX	87,595	88,000	100,339	92,000
100-0000-31-4300	ON SITE/BEER WINE TAX	6,909	3,200	3,624	3,400
100-0000-31-6100	BUSINESS AND OCCUPATION TAX	26,469	30,200	36,828	35,000
100-0000-31-6200	INSURANCE PREMIUM TAX	499,574	500,000	530,000	530,000
Total General Taxes		3,652,226	3,441,901	3,840,705	3,832,900

Licenses & Permits		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-32-1110	BEER / WINE BUSINESS LIC	11,000	11,700	15,061	14,000
100-0000-32-1120	LIC. BEER/WINE ON SITE CON.	2,563	2,600	3,000	3,000
100-0000-32-1130	LIC. SPIRITS ON SITE CONSUMP	3,000	2,700	3,273	3,500
100-0000-32-3105	DEMOLITION PERMIT	100	100	436	400
100-0000-32-3110	BUILDING PERMITS	37,492	45,000	15,045	53,233
100-0000-32-3115	ELECTRICAL PERMIT	10,600	10,000	4,800	9,500
100-0000-32-3120	PLUMBING PERMIT	6,675	6,700	2,618	9,500
100-0000-32-3125	HVAC PERMIT	6,150	6,300	2,755	9,500
100-0000-32-3130	CO PERMITS	-	-	-	1,972
100-0000-32-3135	SIGN PERMIT	1,200	2,000	1,418	500
100-0000-32-3138	POOL PERMIT	150	100	109	400
100-0000-32-3140	PLAN / PLAT REVIEW	-	600	36,211	80,750
100-0000-32-3142	Residential Plan Reviews Fee	56,143	58,530	47	3,000
100-0000-32-3145	LAND DISTURBANCE FEE	6,850	19,700	109	2,600
100-0000-32-3160	INSP. RECALL FEES	6,150	3,600	9,933	9,500
100-0000-32-3162	BLDG. ADMN FEE	4,900	4,400	1,094	1,400
100-0000-32-3170	DEVELOPMENT PERMIT	-	-	1,114	42,300
100-0000-32-3180	MOVIE/FILMING PERMIT	1,000	1,225	13,691	1,225
Total License & Permits		153,972	175,255	110,713	246,280

General Fund Revenue Detail (Continued)

Capital Grants		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-33-1000	COPS GRANT	-	-	-	-
100-0000-33-2000	MAIN STREET GRANT	-	-	-	-
100-0000-33-4000	LMIG GRANT	-	-	-	-
100-0000-33-4001	LCI GRANT	-	-	-	-
100-0000-33-4100	CDBG GRANT	-	-	-	-
100-0000-33-4110	GEORGIA DOT REIMBURSEMENT	185,701	-	-	-
100-0000-33-4200	GEORGIA FORESTY GRANT	-	-	-	-
Total Capital Grants		185,701	-	-	-
Charges for Services		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-34-1910	ELECTION QUALIFYING FEE	2,016	1,570	-	1,008
100-0000-34-1930	RENTAL OF DEPOT ROOM	7,265	7,000	6,941	6,000
100-0000-34-1933	IMPACT - ADMIN FEE	-	-	-	-
100-0000-34-1935	LEASED PROPERTY	-	1,200	-	-
Total Charges for Services		9,281	9,770	6,941	7,008
Fines & Foreitures		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-35-1160	MUNICIPAL COURT FINES	263,205	310,000	215,711	250,000
100-0000-35-1161	CONFISCATIONS	-	-	-	-
100-0000-35-2000	CODE ENFORCEMENT COURT FINES	-	-	-	-
Total Fines & Forfeitures		263,205	310,000	215,711	250,000
Interest Earned		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-36-1000	INTEREST REVENUES	36,404	15,000	11,568	15,000
100-0000-36-1005	DDA LOAN INTEREST	-	-	-	-
Total Interest Earned		36,404	15,000	11,568	15,000

General Fund Revenue Detail (Continued)

Other Miscellaneous Revenue		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-0000-37-1000	DONATIONS - PRIVATE SOURCES	-	-	55	-
100-0000-38-1010	EMC CAPITAL CREDIT REFUND	67	24	3	24
100-0000-38-9000	OTHER (MISCELLANEOUS REV)	17,551	15,000	20,464	25,092
100-0000-39-1000	TRANSFER FROM ENTERPRISE	83,956	217,279	217,279	599,245
100-0000-39-1001	PRIOR YEAR RESERVE	-	-	-	-
100-1500-38-1111	CC ADMN. FEE	11,724	11,500	6,617	7,000
100-1500-38-3002	REIMBURSEMENT ADMIN	1,118	-	-	-
100-3200-38-3001	REIMBURSEMENT POLICE DEPT	858	1,000	2,105	-
100-6200-34-1926	PARKS SERVICES	8,420	2,000	2,962	3,000
100-7555-34-7300	MAIN STREET EVENTS REVENUE	-	5,000	-	2,000
100-7555-38-3004	REIMBURSEMENT MAIN STREET	34	4,850	-	1,000
Total Other Miscellaneous Revenue		123,728	256,653	249,486	637,361

Impact Fees		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100-3200-34-1920	PUBLIC SAFETY IMPACT FEES	14,665	17,186	1,054	21,768
100-6200-34-1925	PARKS & REC IMPACT FEE	125,318	146,856	10,681	192,252
Total Impact Fees		139,983	164,042	11,735	214,020

Total Revenues		4,564,501	4,372,621	4,446,859	5,202,569
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Enterprise Fund Summary / FY2021

Enterprise Fund Anticipated Revenues

	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Enterprise Fund Revenues				
Water and Sewer	2,171,103	2,192,000	2,263,029	2,267,580
Sanitation	428,317	425,000	490,018	546,000
Electric	3,748,059	3,736,700	3,722,676	3,791,500
Electrical Tap Fee	29,972	58,800	16,250	74,480
Stormwater	-	-	-	-
Interest Income	2,898	2,500	2,657	10,000
Other Revenues	158,534	132,850	129,763	153,576
Total Enterprise Fund Revenues	6,538,883	6,547,850	6,624,394	6,843,136

Enterprise Fund Anticipated Expenditures

	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Enterprise Financial Services	193,352	442,063	482,600	348,820
Public Works Admin	459,277	407,544	493,231	405,020
Water and Sewer	1,662,557	1,597,443	1,495,987	1,788,189
Sanitation	455,672	446,100	406,740	435,500
Electric	3,248,791	3,088,955	3,054,594	3,243,679
Stormwater	-	-	-	-
Salary Adjustment	-	-	-	22,683
Transfer General Fund	34,886	217,279	217,279	599,245
Net Non-Operating Expenses	3,061	-	-	-
Enterprise Surplus (Deficit)	481,287	348,466	473,963	-
Total Enterprise Fund Expenditures	6,538,883	6,547,850	6,624,394	6,843,136

Enterprise Fund Impact Fees

	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Impact Fees Revenues:				
Sewer Impact Fees	299,580	468,020	756,739	1,734,192
Water Impact Fees	-	87,908	15,905	793,712
Total Impact Fee Revenues	299,580	555,928	772,644	2,527,904

Impact Fee Expenditures:

Transfer to Capital Projects Fund		555,928	-	2,527,904
Total Impact Fee Expenditures	299,580	555,928	-	2,527,904

Sewer Debt Relief Account

	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Beginning Balance - Sewer Debt Relief Account	639,236	1,059,312	954,437	700,222
Collections	1,068,706	-	499,290	-
Sewer Impact	-	-	-	53,283
Debt Service	753,505	753,505	753,505	753,505
Ending Balance - Sewer Debt Relief Account	954,437	305,807	700,222	-

Notes

Minimum wage no less than \$16hr

2.5% Salary Adjustment

*1.Reconcile Balance as of 07/2020:

\$450,737 + 1,734,192 =

\$2,184,929 Available

*2.Reconcile Balance as of 07/2020:

\$7,119 + \$793,712 =

\$ 800,831 Available

Enterprise Fund Revenue Detail / FY2021

Investment Income		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-0000-36.1000	INTEREST INCOME	2,898	2,500	2,657	10,000
Total investment Income		2,898	2,500	2,657	10,000
Wastewater		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-4300-34.1321	SEWER IMPACT FEES	299,580	468,020	756,739	1,734,192
520-4300-34.4253	SEWER BASE RATE	285,122	285,000	300,759	322,125
520-4300-34-4254	SEWER DEBT RELIEF	442,456	-	43,465	-
520-4300-34-4255	SEWER CHARGES	727,517	736,000	746,576	754,165
520-4300-38-3008	SLUDGE PROCESSING	-	-	-	-
Total Wastewater Revenue		1,754,675	1,489,020	1,847,539	2,810,482
Water		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-4400-34.1322	WATER IMPACT FEE	-	87,908	15,905	793,712
520-4400-34.4210	SALE OF WATER	846,097	860,000	859,702	854,165
520-4400-34.4211	WATER BASE RATE	312,317	311,000	312,527	337,125
520-4400-38.3006	REIMB WATER DEPT	-	-	-	-
Total Water Revenue		1,158,414	1,258,908	1,188,134	1,985,002
Sanitation		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-4500-34.41110	SANITATION COLLECTION	428,317	425,000	490,018	546,000
Total Sanitation Revenue		428,317	425,000	490,018	546,000
Electric		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-4600-34.4310	SALES OF ELECTRICITY	3,734,174	3,721,000	3,689,940	3,751,500
520-4600-34.4311	SECURITY LIGHTS	11,721	11,700	12,011	15,000
520-4600-38.3005	REIMBURSEMENT STREET LIGHT	-	4,000	17,312	21,000
520-4600-38.3007	REIMB ELECTRICAL DEPT	2,164	-	3,413	4,000
Total Electric Revenue		3,748,059	3,736,700	3,722,676	3,791,500
Electric		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-4600-34.1232	ELECTRICAL TAP FEES	29,972	58,800	16,250	74,480
Stormwater		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520	Stormwater Charges	-	-	-	-
Other Fees		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520-9999-34.6900	OTHER FEES	16,600	25,000	23,291	23,500
520-9999-34.6901	AMP	514	250	458	700
520-9999-34.9300	BAD CHECK FEES	2,328	26,000	1,772	2,500
520-9999-34.9310	SERVICE AND PENALTY	139,092	81,600	104,242	126,876
Total Other Fees		158,534	132,850	129,763	153,576
Total Revenues		7,280,869	7,103,778	7,397,036	9,371,040

Section 2.

Financial Structure, Policy & Process

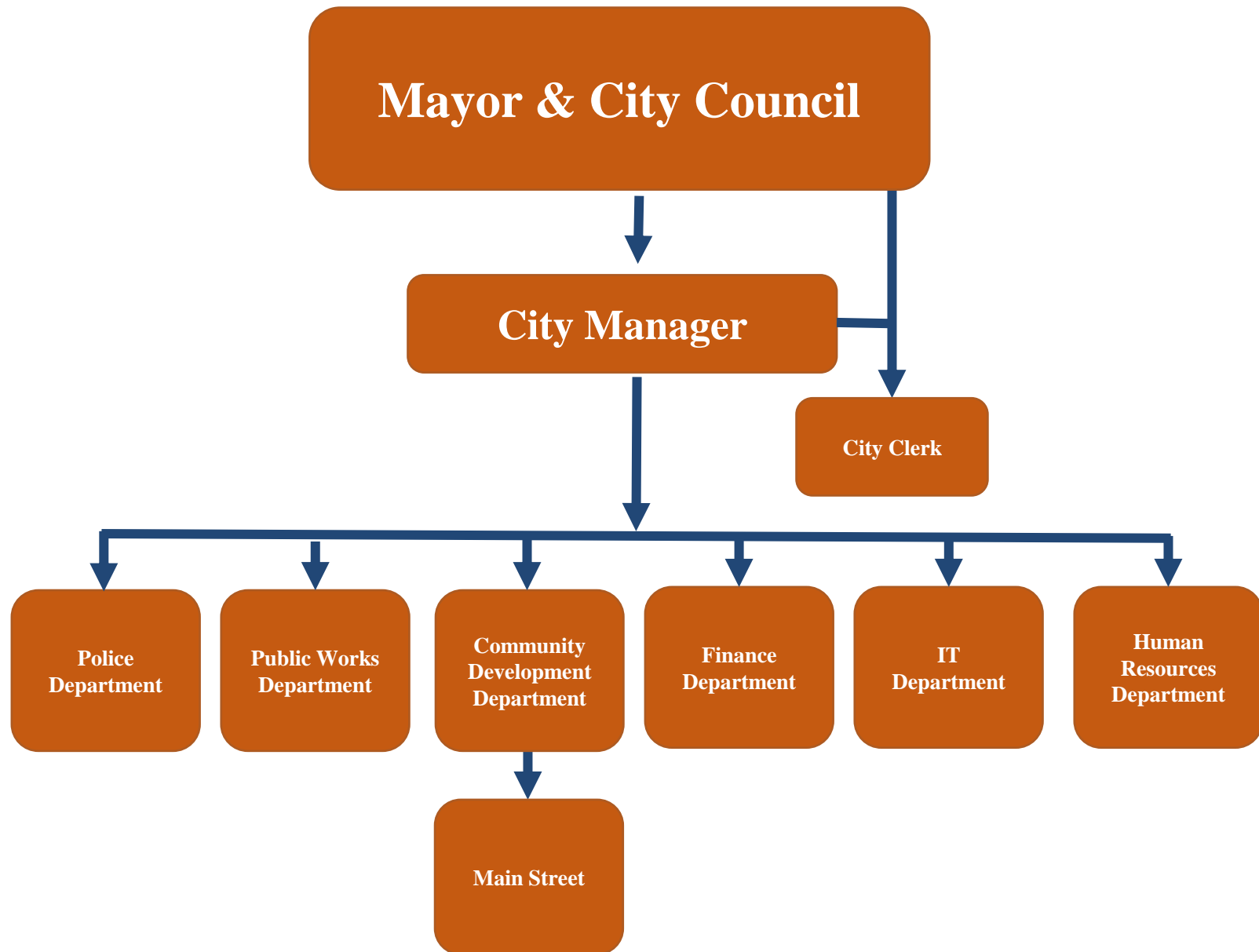
City of Hampton, Georgia

Annual Operating & Capital Budget

Fiscal Year 2021

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Organization Chart by Department



Fund Structure

Financial reporting treats each government as a collection of separate funds rather than one single entity. For this reason, government budgets are prepared using the fund structure. The Governmental Accounting Standards Board defines a fund as:

“A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial transactions, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations .”

All funds are classified into fund types and the number of funds in a government can vary. The City of Hampton currently uses governmental funds and a proprietary fund to account for the use of financial resources.

Governmental Funds

General Fund

SPLOST Capital Projects Fund

Capital Improvement Projects Fund

Capital Grants Fund

Hotel / Motel Tax Fund

Proprietary Fund

Used to Account for the following Activities:

Water & Wastewater

Electric

Sanitation

Fund Descriptions

General Fund

The General Fund is a governmental fund. It is established to account for all resources obtained and used for those services commonly provided by cities which are not accounted for in any other fund. These services include among other items: General Government consisting of the Mayor and Council, City Manager, City Clerk, Finance & Administration; Public Works; and Community Development.

Capital Outlay and Capital Grant Funds

The Capital Projects Funds are governmental funds and established to account for capital projects. The projects included in the capital projects budget are intended to improve or expand the city infrastructure, provide for significant maintenance requirements, or provide for the acquisition of large pieces of equipment.

SPLOST Fund

This fund accounts for the special purpose local options sales tax revenue

Hotel / Motel Tax Fund

The Hotel / Motel Tax Fund is a special revenue fund used to track legally restricted revenues from Hotel / Motel Taxes

Enterprise Fund

This fund includes the city's appropriation for the annual fee charged to residents for:

- Water Service
- Wastewater Service
- Electric Service
- Sanitation Service

Although generally accepted accounting principals or Georgia statutes do not require the City to adopt budgets for enterprise funds, the City will adopt budgets in order to monitor revenues and control expenses, and to monitor contributions from the enterprise fund surplus for capital projects.

Financial Policies and Procedures

Accounting Policies

The City shall maintain a system of financial monitoring, control, and reporting for all operations and funds in order to provide an effective means of ensuring that financial integrity is not compromised. In addition, such practices shall provide City officials with the necessary resources in order to make sound financial decisions.

SCOPE

This policy applies to all accounting records that are the responsibility and under the management of the City's Department of Finance.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

The City will establish and maintain a high standard of accounting practices. Accounting standards will conform to generally accepted accounting principles of the United States as promulgated by the Governmental Accounting Standards Board (GASB). The City also will follow the Financial Accounting Standards Board's pronouncements, as applicable.

FUND STRUCTURE

The City will maintain the minimum number of funds consistent with legal compliance and sound financial administration. The City will adhere to the mandatory fund structure included in the Georgia Department of Community Affairs' (DCA) chart of accounts (see below). Funds shall be classified in conformity with GAAP. Further, all funds shall be reported within the annual financial statements.

CHART OF ACCOUNTS

The Georgia General Assembly passed the Local Government Uniform Chart of Accounts and Reporting act in 1997 as amended in 4th Edition May 2020 (House Bill 491). This law requires the DCA to prepare and issue a standardized chart of accounts for Georgia governments. It shall be the policy of the City to implement and utilize the account classifications as the chart of accounts prescribes.

Cash Management Policy

PROCEDURES FOR CASH COLLECTION POINTS

The following list of procedures is required for the operation of cash collection points:

- All cash received must be recorded through a computerized accounting system with computer generated official City receipts or official City temporary cash receipts. When a cash collection point with a computerized accounting system uses temporary cash receipts, those temporary receipts must be converted over to computerized receipts as soon as possible. If the conversion cannot be accomplished within 48 hours, the cash should be deposited into the department's primary operating account and tracked in detail until it is recorded on the computerized accounting system. The customer must be presented an official City receipt form with a duplicate record being retained by the receiving department. All numbered receipts must be accounted for, including the original of voided receipts.
- The cash collection point must maintain a clear separation of duties. An individual should not have responsibility for more than one of the cash handling components: collecting, depositing, disbursement, and reconciling.

Financial Policies and Procedures *(continued)*

- The funds received must be reconciled to the computerized accounting system cash report or to the total of the temporary receipts at the end of the day or at the end of each shift. Cash must be reconciled separately from checks, credit cards, and money orders by comparing actual cash received to the cash total from the cash report or to the sum of the cash sales from the manual receipts.
- All cash must be protected immediately by using a cash drawer, safe or other secure place until they are deposited. A secure area for processing and safeguarding funds received is to be provided and restricted to authorized personnel.
- Checks must be made payable to City of Hampton and must be endorsed promptly with a restrictive endorsement stamp payable to City of Hampton. The endorsement stamps must be ordered through the Finance Department.
- Checks or credit card transactions will not be cashed or written for more than the amount of purchase.
- Collections must be deposited to the City Depository within 24 hours.
- All cash must be deposited intact, and not intermingled or substituted with other cash.
- Refunds or expenditures must be paid through the appropriate City bank account on a signature City generated check.
- Each Department will use only depository issued deposit slips for reconciliation of the supporting documentation to the deposit and to the monthly statements of account.

CASH RECEIVED IN PERSON

- A receipt must be issued for each payment received. At a minimum, manual prenumbered receipts must include the date, mode of payment (cash, check or credit card), and the identification of the department and the person issuing the receipt. Machine generated receipts must contain all information required by the accounting system to properly credit and track the payment.
- All checks must be endorsed immediately with a restrictive endorsement stamp payable to City of Hampton.
- All voided transactions are to be approved and initialed by the area supervisor.
- Only one cashier is allowed access to a specific cash drawer during a single shift.
- Cash must be kept in a safe or a secure place.

CASH RECEIVED THROUGH THE MAIL

- The mail must be opened with two people present and all checks must be endorsed immediately with a restrictive endorsement stamp. All cash must be listed on a "Daily Mail Collection Report".
- If the cash is not credited directly into the appropriate City account or receipted through a computerized accounting system, a list of the checks, credit card transactions and or cash should be prepared in duplicate. The list should include the customer's name, amount received, check number and any other information available that may assist in proper allocation of the funds. The envelope should also be retained as part of the records. An official City temporary receipt should be prepared, the original going to the customer, one copy should be kept in the area, one should accompany any deposit processed thru the Finance Department, and a copy left intact in the receipt book and returned to the Finance Department.

Financial Policies and Procedures *(continued)*

- Cash must be stored in a safe or other secure place approved by the Auditor's Office until it is deposited.
- Unidentified receipts must be deposited to a depository account approved for such. All reasonable attempts should be made to identify the correct account and transfer the funds.

BALANCING OF CASH RECEIPTS

- All funds collected must be balanced daily, by mode of payment, by comparing the total of the cash, checks and credit cards to the computerized accounting reports, to the pre-numbered receipts totals, and to the totals of the money received by mail.
- Over/short amounts must be separately recorded and investigated and resolved to the extent possible as set out in the over/short portion of this policy.

PREPARATION OF DEPOSITS

- Checks must be made payable to City of Hampton. A double calculator tape of the checks should be included with the checks bundled together.
- Cash must be recorded on the deposit slip in the appropriate space.
- Attach a copy of the Transmittal Batch showing transaction totals for credit card receipts.
- Only Depository issued deposit slips including the appropriate account number(s) and sub-code(s) are to be used.
- Someone not involved with collecting the cash, opening the mail or reconciling the deposit must verify the deposit.
- The deposit must be delivered to the Depository by way of Code Enforcement.
- Locking deposit bags are available at the Depository.

PRE-NUMBERED RECEIPTS

Official City temporary pre-numbered receipt books are issued by the Finance Department.

RECONCILIATION OF CASH COLLECTED

- Balance all cash receipts daily to the accounting system and supporting documentation (daily deposit slip, system receipts, and system reports) and resolve all discrepancies.
- Balance the total monthly receipts to the monthly bank account statements and accounting system monthly reports and resolve all discrepancies.

EXCEPTIONS

The City Manager must approve any exception to these procedures. For example, in cases where there is not enough staff available to maintain complete separation of duties, an alternate process to safeguard City funds must be established and approved by the City Manager.

RECORD RETENTION

All cash receipts and related documents must be maintained in accordance with Record Retention schedules. Accounting reports, deposit slips, credit card receipts, copies of manual cash receipts, etc. should be kept for seven years.

Financial Reporting

Georgia Law on Local Government Audits, O.C.G.A. Section 36- 81-7, requires an independent annual audit for the City. The annual independent audit shall be conducted in accordance with generally accepted auditing standards (GAAS) and generally accepted governmental auditing standards (GAGAS). In addition, the City shall comply with the requirements of the General Accounting Office (GAO) and the Office of Management and Budget (OMB) when audits are conducted relating to federal funding, consistent with the 1996 (and any future) amendments to the Single Audit Act.

SCOPE

This policy applies to all funds that are the responsibility and under the management of the City of Hampton and its Department of Finance.

CHOOSING THE AUDIT FIRM

A properly licensed Georgia independent public accounting firm shall conduct the audit. When necessary, the City will issue a request for proposal to choose an audit firm for a period of five years with two five-year renewal options. The City will request two proposals from qualified public accounting firms. One proposal shall contain the firm's costs and a second will contain the firm's qualifications. The cost proposals shall only be opened after three qualified firms are determined. When awarding the contract for the independent audit, not less than 70% of the decision will be based upon technical qualifications rather than cost.

AUDITING AGREEMENT

The agreement between the independent auditor and the City shall be in form of a written contract or an engagement letter. The contract or engagement letter shall include the request for proposal as an appendix to the written document and all issues addressed in the request for proposal shall be required as part of the contract or engagement letter.

INTERNAL AUDIT

The City shall work towards developing and maintaining a strong internal audit function, whereby applying financial practices and policies to transactions. The City shall develop accounting practices and procedures, which will be documented for use in internal control evaluation.

MALFEASANCE AND EMBEZZLEMENT

Any employee will be prosecuted to the extent of the law in any instance where the employee is proven to have committed an illegal act such as theft.

Financial Reporting *(continued)*

The Department of Finance shall develop and maintain an ongoing system of financial reporting to meet the information needs of the government, authorities, and regulatory agencies. In addition, the City Manager, Mayor, Council, Department Heads and the public shall have access to reports to allow them to monitor, regulate, and to use as a basis for future financial decisions.

COMPREHENSIVE ANNUAL FINANCIAL REPORT

In conjunction with the annual independent audit, the City shall work towards preparing and publishing a Comprehensive Annual Financial Report (CAFR). The City shall prepare the CAFR in conformity with GAAP and the Government Finance Officers Association's (GFOA) program requirements. Annually, the City will submit its CAFR to the GFOA to determine its eligibility to receive the GFOA's "Certificate of Achievement for Excellence in Financial Reporting." The City shall make this report available to the elected officials, bond rating agencies, creditors and citizens. All financial statements and schedules contained within the CAFR shall be audited, with the purpose to effectively communicate the complete financial affairs of the City to all interested readers.

ANNUAL BUDGET DOCUMENT

The City shall prepare and publish an annual budget document in accordance with the policies contained within this document. This budget shall measure the annual funding and forecast the financial position of the City for the two subsequent fiscal years.

FINANCIAL REPORTING TO THE CITY COUNCIL

On a monthly basis, the Finance Department shall prepare and present a summarized "Statement of Revenues and Expenditures" to the City Council for all of the City's operating funds. This report shall detail prior year comparisons to provide data for analysis.

FINANCIAL REPORTING TO THE ADMINISTRATION

In addition to the external reporting detailed above, the Finance Department shall coordinate the reporting needs of each department in order to design and implement those reports which the departments need to make sound business decisions. At a minimum, departments will receive reports detailing monthly department financial activity including expenses, any personnel costs in excess of the approved budget, and recommended budget line-item reallocations.

EXTERNAL FINANCIAL REPORTING

The City shall report in conformity with O.C.G.A Section 36-81-7. A copy of the City's annual audit (i.e., the CAFR) shall be submitted to the Georgia Department of Audits and Accounts within 180 days of year-end, as required.

Equity Policy

FINANCIAL RESPONSIBILITY

The City will live within its means. All departments supported by the resources of this City must function within the limits of the financial resources identified or available specifically to them. A balance must be maintained between revenues and expenditures, so that the public can realize the benefits of a strong and stable government. It is important to understand that this policy is applied to budget entities over periods of time which extend beyond current appropriations. By law, budgets cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Temporary shortages, or operating deficits, can and do occur, but they are not tolerated as extended trends. The City will not develop a legacy of shortages or a legacy of mixing one-time resources and expect the continued delivery of services, the very reason for which it exists.

Budget Policy

The budget process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided within estimated resources. The budget policy guides this process. The budget policy also directs the City's financial health and stability.

Georgia law (e.g., O.C.G.A. 36-81-2 et seq.) provides the budget requirements for Georgia local governments. The information below provides an outline of the City's application of those laws. The City's goal will be to adopt operating budgets where current revenues equal anticipated expenditures. All departments supported by the resources of this City must function within the limits of the financial resources identified or available specifically to them. A balance must be struck between revenues and expenditures, so that the public can realize the benefits of a strong and stable government. It is important to understand that this policy is applied to budget entities over periods of time which extend beyond current appropriations. By law, budgets cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Temporary shortages, or operating deficits, can and do occur, but they are not tolerated as extended trends.

SCOPE

This policy applies to all budgeted funds, which are the responsibility, and under the management of the City of Hampton and its Department of Finance.

FINANCING CURRENT COSTS

Current costs shall be financed with current revenues, including the use of authorized fund balances. The City shall avoid balancing current expenditures through the obligation of future year's resources. The City shall strive to avoid short-term borrowing to meet cash flow requirements. However, the City may enter into short-term borrowing should a critical need arise.

BUDGET OBJECTIVE BY TYPE OF FUND

The following budget objectives are established for the different funds the City uses:

1. General Fund – The annual budget for the General Fund shall provide for general government operations of the City and maintain working capital necessary for the City's financial health and stability.
2. Special Revenue Fund(s) – The City adopts annual budgets for each special revenue fund that demonstrates that any legally restricted revenue sources are used consistent with the applicable laws and/or regulations (i.e. Hotel/Motel Fund).
3. Capital Project Fund(s) – The City adopts project budgets for each of its capital project funds. These adopted appropriations do not lapse at the end of a fiscal year; rather they remain in effect until project completion or reappropriation by City Council.
4. Debt Service Fund(s) – The City adopts annual budgets for its debt service funds (if applicable). Any remaining fund balances from prior years plus current years projected revenues shall be sufficient to meet all annual debt service requirements.

Budget Policy *(continued)*

5. Enterprise Fund(s) - Although generally accepted accounting principles (GAAP) or Georgia statutes do not require the City to adopt budgets for enterprise funds, the City will adopt budgets for enterprise funds in order to monitor revenues and control expenses. The City will use a business approach if and when budgeting enterprise funds. Enterprise funds shall be self-supporting whenever possible and subsidized losses will be minimized when break-even is not possible. See revenue policies in Section IV

Additionally, the City classifies funds as either operating funds or non-operating funds. Operating funds are those funds that include appropriations for the payment of salary/benefits and whose maintenance & operating appropriations are necessary to continue the daily operations of the City. The General Fund will always be an operating fund. Non-operating funds are those funds that do not include appropriations for the payment of salary/benefits and whose maintenance & operating appropriations are not critical to the daily operations of the City. Examples of non-operating funds are the SPLOST Fund, and Grant Operating Fund.

Operating Budget

The operating budget shall be prepared on an annual basis and include those funds detailed in Section I that are subject to annual appropriation (all funds excluding the Capital Project Funds).

Prior year budget appropriations and prior year actual data will be provided as reference data, with the current year appropriation. At a minimum, the City shall adopt annual balanced budgets for the general fund, each special revenue fund, and each debt service fund (if applicable) in accordance with O.C.G.A. 36-81-3.

The annual proposed budget should be submitted to the governing authority while being held by the Department of Finance for public review/inspection in accordance with O.C.G.A. 36-81-3.

Public meetings will be conducted after proper advertisement prior to the City Council adopting and approving the annual budget document. (O.C.G.A. 36-81-5 and 36-81-6).

DEPARTMENTAL APPROPRIATIONS

The budget shall be developed based upon "line-item" expenditures within each department. This type of budget focuses on categories of expenditures such as personal services, contractual services, supplies, equipment, etc. within each department. At a minimum, each department's appropriation in each fund shall be detailed within the budget document. (O.C.G.A. 36-81-3 and 36-81-5).

BUDGET PREPARATION CATEGORIES

Each department shall submit budget requests separately for:

- Current services - A current services budget is defined as that level of funding which is necessary to provide the same level of service for the upcoming year that is currently being provided. The current services budget will include replacement capital equipment.

Budget Policy *(continued)*

- Expanded services - An expanded services budget includes funding requests associated with new services, additional personnel or new capital projects/equipment.

BALANCED BUDGET

The budget shall be balanced for each budgeted fund. Total anticipated revenues plus that portion of fund balance in excess of authorized reserves (see operating budget policy G below) that is designated as a budget-funding source shall equal total estimated expenditures for each fund.

BASIS OF BUDGETING

Neither GAAP nor Georgia statutes address a required budgetary basis of budgeting, the City adopts budgets in conformity with GAAP for all budgeted funds. All governmental funds use the modified accrual basis of accounting and proprietary fund budgets (when applicable) use the accrual basis of accounting.

LEVEL OF BUDGET ADOPTION AND CONTROL

All budgets shall be adopted at the legal level of budgetary control, which is the department level within each individual fund. See policy J below for amending the budget.

BUDGET STABILIZATION RESOURCES

The City shall establish a fund balance reserve in all operating funds (defined in Section I of this policy) for working capital. The purpose of working capital is to cover the cost of expenditures caused by unforeseen emergencies, cover shortfalls caused by revenue declines, and

to eliminate any short-term borrowing for cash flow purposes. This reserve shall accumulate and then be maintained at all times at an amount which represents no less than twenty five percent (25%) of operating and debt expenditures.

UTILIZATION OF PRIOR YEAR'S FUND BALANCE IN BUDGET

If necessary, the City may use fund balance in excess of the reserve for working capital (see budget policy F above) as a funding source for that fund's budget. The amount of unreserved fund balance shall be estimated conservatively, taking into consideration future year needs.

BUDGET CONTROL REPORTS

The City shall maintain a system of budgetary control reports to assure adherence to the budget. The City will prepare and distribute to departments, timely monthly financial reports comparing actual vs. budget.

Section 3.

Departmental Budget Detail

City of Hampton, Georgia

Annual Operating & Capital Budget

Fiscal Year 2020

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: The City of Hampton Mayor shall preside at all meetings of the City Council and serve as the head of the City for the purpose of service of process and for ceremonial purposes and be the official spokesperson for the city and chief advocate of policy. The Mayor has power to administer oaths and to take affidavits and sign as a matter of course on behalf of the city all written and approved contracts, ordinances, and other instruments executed by the city which by law are required to be in writing. The Mayor and Mayor Pro-tempore, while acting as mayor, shall have right to vote on all questions before the council when said vote is a tie. The Mayor has power to establish committees and appoint members, subject to the approval of a majority of the city council, act as liaison between the council and the city manager and fulfill such other executive and administrative duties as the city council shall by ordinance establish.

Positions: 1 Full-Time Elected Official

Mission Statement: To serve and protect our citizens while preserving our heritage and planning for its future. *“Remember working together builds character and friendships”.*

Actual 2019 Budget: \$16,885

FY 2020 Adopted Budget: \$20,026

Proposed 2021 Budget: \$21,779

MAYOR

Mayor		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1310.51.1100	REGULAR EMPLOYEES	10,800	10,800	10,800	10,800
100.1310.51.2200	SOCIAL SEC (FICA) CONTR	836	826	804	826
100.1310.52.1240	PUBLIC RELATIONS	23	1,000	308	1,000
100.1310.52.3220	TELEPHONE	1,653	1,200	3,144	1,653
100.1310.52.3400	PRINTING & BINDING	-	-	-	1,000
100.1310.52.3500	TRAVEL	1,978	4,000	333	4,000
100.1310.52.3700	EDUCATION/TRAINING	975	2,000	380	2,000
100.1310.53.1100	OFFICE SUPPLIES	573	-	84	300
100.1310.53.1300	HOSPITALITY	-	-	600	-
100.1310.53.1730	UNIFORMS	47	200	151	200
100.1310.53.2400	COMPUTER MAINTENANCE/PU	-	-	-	-
Total Mayor		16,885	20,026	16,604	21,779

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: Except otherwise provided by law or city charter, the city council shall be vested with all the powers of government of the City of Hampton as provided by Article I of this charter. The council shall have the authority to adopt and provide for the execution of such ordinances, resolutions, rules, and regulations, not inconsistent with this charter, the Constitution, and the laws of the State of Georgia, which it shall deem necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, or well-being of the inhabitants of the City of Hampton and may enforce such ordinance by imposing penalties for violation thereof. By ordinance the council may create, change, alter, abolish, or consolidate offices, agencies, and departments of the city and may assign additional functions to any of the offices, agencies, and departments expressly provided for by this charter.

Positions: 6 Part-Time Elected Officials

Mission Statement: To promote or protect the safety, health, peace, security, good order, comfort, convenience, or general welfare of the City of Hampton and its citizens.

Actual 2019 Budget: \$78,589

FY 2020 Adopted Budget: \$96,706

Proposed 2021 Budget: \$79,656

CITY COUNCIL

City Council		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1110.51.1100	REGULAR EMPLOYEES	50,400	50,400	50,400	50,400
100.1110.51.2100	GROUP HEALTH INSURANCE	-	-	-	-
100.1110.51.2200	SOCIAL SEC (FICA) CONTR	3,906	3,856	4,205	3,856
100.1110.52.1000	YOUTH COUNCIL	468	-	877	-
100.1110.52.3220	TELEPHONE	5,110	5,000	7,411	5,100
100.1110.52.3400	PRINTING & BINDING	155	250	-	1,000
100.1110.52.3501	TRAVEL - TARPLEY/MITCHAM	4,496	4,000	-	2,000
100.1110.52.3502	TRAVEL - BROWN/MEEKS	3,788	4,000	-	2,000
100.1110.52.3503	TRAVEL - TURNER	2,505	4,000	-	2,000
100.1110.52.3504	TRAVEL - MITCHELL	3,127	4,000	517	2,000
100.1110.52.3505	TRAVEL - BYRD	-	4,000	-	2,000
100.1110.52.3506	TRAVEL - BODIE	-	4,000	-	2,000
100.1110.52.3701	EDUCATION TRAINING TARPLEY/	940	2,000	-	1,000
100.1110.52.3702	EDUCATION TRAINING BROWN/I	1,205	2,000	-	1,000
100.1110.52.3703	EDUCATION/TRAINING WT	940	2,000	-	1,000
100.1110.52.3704	EDUCATION/TRAINING EM	1,135	2,000	1,910	1,000
100.1110.52.3705	EDUCATION/TRAINING HB	180	2,000	-	1,000
100.1110.52.3706	EDUCATION/TRAINING SB	(460)	2,000	-	1,000
100.1110.52.3910	DRUG TESTING	-	-	80	-
100.1110.53.1100	SUPPLIES- OFFICE	23	-	328	100
100.1110.53.1330	UNIFORMS	671	1,200	197	1,200
100.1110.54.2400	CAPITAL OUTLAY COMPUTER	-	-	-	-
Total City Council		78,589	96,706	65,925	79,656

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

CITY MANAGER

Function: The City Manager is the Chief Administrative Officer of the City government. This is a high-level executive management position responsible for directing and supervising the operations of the City. Work involves managing and supervising all City departments to achieve goals using available resources. Responsibilities include fiscal administration, providing leadership and direction in the development of short and long-range goals, advising the Mayor and City Council of financial conditions and future needs of the City, and monitoring and ensuring government best practices and compliance with laws and regulations.

Positions: 3 Full-Time Employees, 1 Part-Time Intern

Mission Statement: We will make the City of Hampton a great place to live, work and visit by fostering a dynamic and sustainable environment with exceptional public services.

Actual 2019 Budget: \$152,994

FY 2020 Adopted Budget: \$177,637

Proposed 2021 Budget: \$280,255

City Manager		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1320.51.1100	REGULAR EMPLOYEES	105,386	199,468	199,468	199,468
100.1320.51.1101	SALARY REIMB FROM ENT FUND	-	(110,946)	-	-
100.1320.51.1300	OVERTIME	321	-	1,432	2,000
100.1320.51.2100	GROUP HEALTH INSURANCE	4,324	7,198	8,512	7,761
100.1320.51.2400	RETIREMENT CONTRIBUTION	6,288	14,090	14,596	18,684
100.1320.51.2700	WORKERS COMPENSATION	-	620	255	472
100.1320.51.2200	SOCIAL SEC (FICA) CONTR	9,979	15,257	14,827	15,259
100.1320.52.2220	REPAIR/MAINTAIN VEHICLE	-	-	27	-
100.1320.52.1240	PUBLIC RELATIONS	2,028	3,000	142	3,000
100.1320.52.3220	TELEPHONE	2,604	2,200	2,773	2,800
100.1320.52.3300	ADVERTISING	-	-	-	-
100.1320.52.3400	PRINTING AND BINDING	525	500	840	1,200
100.1320.52.3500	TRAVEL	8,679	4,000	1,604	11,500
100.1320.52.3650	PROFESSIONAL DUES	265	500	-	1,445
100.1320.52.3700	EDUCATION & TRAINING	4,627	2,000	2,060	2,650
100.1320.52.3920	PRE-EMPLOYMENT PHYSICAL	195	-	-	-
100.1320.53.1110	SUPPLIES-OFFICE	860	1,500	200	1,500
100.1320.53.1270	ENERGY-MOTOR FUEL/LUB	974	-	1,975	2,200
100.1320.53.1300	HOSPITALITY	2,364	-	-	-
100.1320.53.1730	UNIFORMS	50	250	25	300
100.1320.54.2300	PURCHASE OF FURNITURE	1,746	-	-	8,016
100.1320.54.2400	CAPITAL OUTLAY COMPUTER	1,779	-	1,057	2,000
100.1320.54.2500	PURCHASE OF EQUIPMENT	-	38,000	38,539	-
Total City Manager		152,994	177,637	288,332	280,255

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

2020 Accomplishments

Eliminated the sewer debt relief surcharge on utility bills.

Brought Planning, Zoning & GIS services in house.

Established our own IT department.

Overhauled our water and wastewater departments.

Completed several SPLOST projects, including purchase of new police vehicles.

Installed a new \$600k belt press for our wastewater system.

Installed new phone system.

Established a new 24-hour emergency power outage phone line.

Reduced 22 different bank accounts to 14.

Successfully transitioned from two separate banks to one, reducing costs to the city.

Established procurement policies which meet all legal and best practices standards.

2021 Goals and Objectives

Implement employee evaluation form.

Institute competitive promotional test procedure for police department.

Hire new Street Superintendent and Water/Wastewater Superintendent in Public Works.

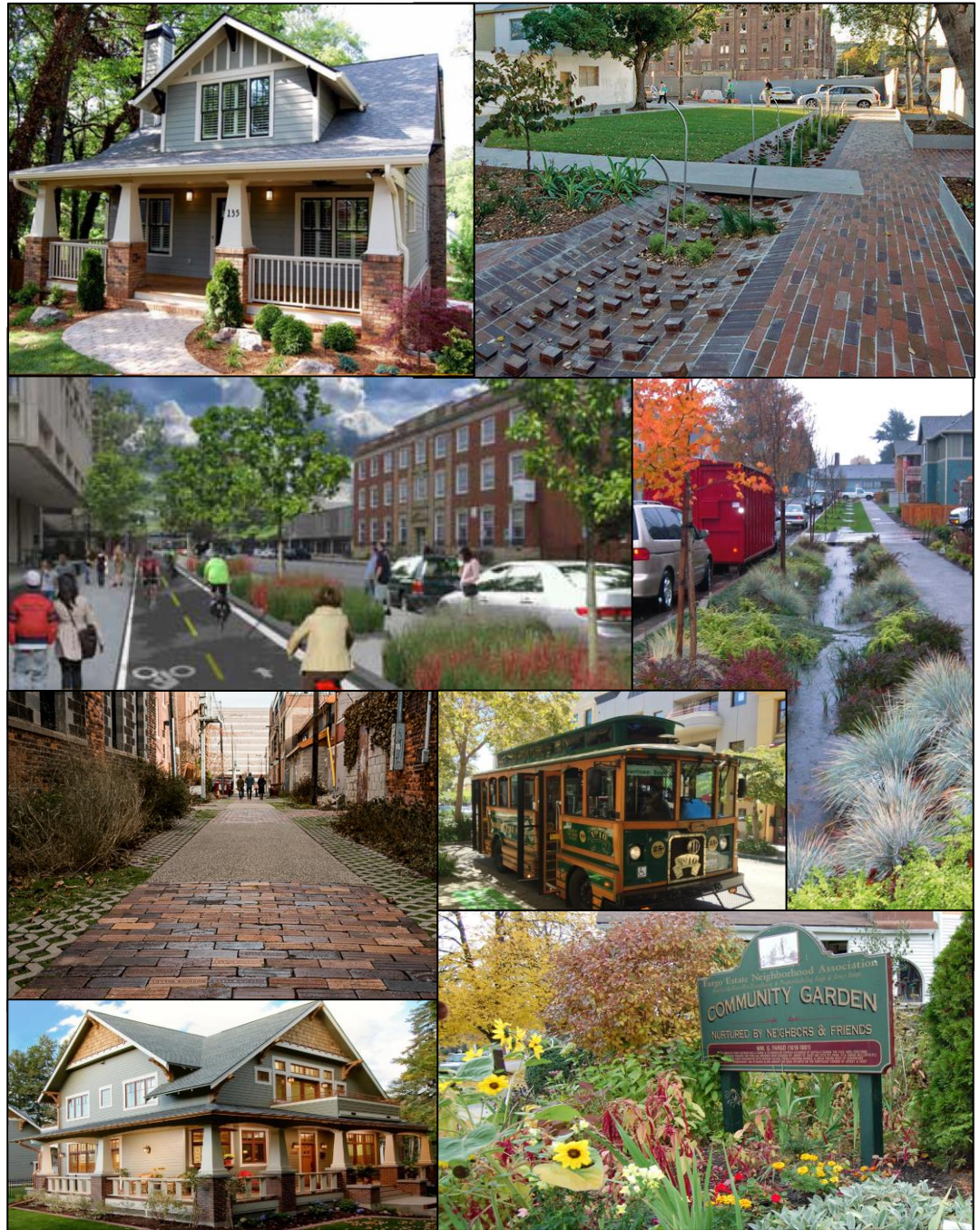
Oversee 6.3 million in SPLOST projects.

Oversee 4.0 million in Capital Outlay projects.

Begin implementation of new Stormwater Department.

Oversee 2.4 million in Road Paving Projects.

Oversee 1.4 million in Park Improvements.



“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: The City Clerk's Office is responsible for maintaining public records, attending, and taking minutes of city council meetings, responding to open records requests, overseeing the local election process for compliance, ensuring the distribution of legal notices and City ordinances. The City Clerk is an appointee of Mayor and Council and reports to the City Manager for day to day functions.

Positions: 1 Full-Time Employee

Mission Statement: To facilitate and support City legislative processes and meetings, record and provide access to the City's official records, preserve the City's history, support economic growth, and manage elections process with integrity.

Goals: Revise Sec. 2-2 Records retention of the City's Code of Ordinances. Convert paper records into an electronic database. Circulate Recordkeeping Requirements and the Importance of following a Retention Schedule. Improve efficiency with the open records process. Develop a plan and process for storage and preservation of historical documents.

Actual 2019 Budget: \$125,653

FY 2020 Adopted Budget: \$115,243

Proposed 2021 Budget: \$123,308

Change: No changes made to the department.

CITY CLERK

City Clerk		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1330.51.1100	REGULAR EMPLOYEES	85,467	80,000	84,872	84,872
100.1330.51.2100	GROUP HEALTH INSURANCE	8,867	10,273	12,971	10,841
100.1330.51.2200	SOCIAL SEC (FICA) CONTR	7,206	6,120	6,139	6,493
100.1330.51.2400	RETIREMENT CONTRIBUTION	3,313	7,342	5,324	7,919
100.1330.51.2700	WORKERS COMPENSATION	-	308	53	144
100.1330.52.1232	CONTRACTUAL SERVICES	10,153	-	-	6,000
100.1330.52.3220	TELEPHONE	1,939	1,800	2,637	1,939
100.1330.52.3400	PRINTING AND BINDING	72	1,000	-	-
100.1330.52.3500	TRAVEL	3,237	1,800	-	2,000
100.1330.52.3650	PROFESSIONAL DUES	-	200	230	400
100.1330.52.3700	EDUCATION AND TRAINING	675	1,200	300	1,500
100.1330.53.1100	OFFICE SUPPLIES	1,582	1,000	442	1,000
100.1330.53.1730	PURCHASE OF UNIFORMS	87	200	-	200
100.1330.54.2400	CAPITAL OUTLAY COMPUTER	3,055	-	-	-
Total City Clerk		125,653	111,243	112,967	123,308

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

ELECTIONS

Function: The city authorizes the Henry County Board of Elections and Registration to conduct all municipal primaries and elections within the city and to perform all of the duties of superintendent of elections as specified under O.C.G.A. Tit. 21, Ch. 2, with the exception of the qualification of candidates. By ordinance, the council may prescribe rules and regulations governing qualifying fees, nomination of candidates, absentee ballots, write-in votes, challenge of votes, and such other rules and regulations as may be necessary for the conduct of elections in the City of Hampton.

Positions: Temporary Poll Employees

Mission Statement: The City of Hampton is committed to maintaining current and accurate voter files, maximizing voter registration and voter turnout efforts, educating the voting public, providing the best possible services and conducting efficient, fair, honest and impartial elections at a minimum cost to the electorate.

Actual 2019 Budget: \$747

FY 2020 Adopted Budget: \$8,500

Proposed 2021 Budget: \$7,500

Change: No changes made to the department.

Elections		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1400.52.3300	ADVERTISING	343	1,000		500
100.1400.52.3851	POLL WORKER	-	6,500	6,345	6,500
100.1400.53.1100	OFFICE SUPPLIES	404	1,000		500
Total Elections		747	8,500	6,345	7,500

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

ADMINISTRATION

Function: Encompasses the City of Hampton's legal team and Youth Council.

Mission Statement: The mission of the City of Hampton is to continue to provide the highest quality public services that effectively address changing community needs in a fiscally responsible, ethical and transparent manner.

Actual 2019 Budget: \$377,664

FY 2020 Adopted Budget: \$297,187

Proposed 2021 Budget: \$321,200

Change: No changes made to the department.

Administration	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1500.51.1100	REGULAR EMPLOYEES	(717)	-	-
100.1500.51.1200	TEMPORARY EMPLOYEES	-	45,000	45,000
100.1500.51.1300	OVERTIME	-	1,500	1,500
100.1500.51.2100	GROUP HEALTH INSURANCE	-	-	-
100.1500.51.2200	SOCIAL SEC (FICA) CONTR	(52)	4,207	3,557
100.1500.51.2400	RETIREMENT CONTRIBUTION	-	-	-
100.1500.51.2600	UNEMPLOYMENT INSURANCE	-	-	-
100.1500.51.2700	WORKER'S COMPENSATION	12,383	50	-
100.1500.52.1000	MISC -TAXES DONATED PROPERTY	1,565	-	-
100.1500.52.1210	PROFESSIONAL SERV	10,550	-	3,840
100.1500.52.1220	PROFESSIONAL SERV-ATTORNEY	76,085	81,000	43,000
100.1500.52.1232	CONTRACTUAL SERVICES	30,684	6,000	5,379
100.1500.52.1240	PUBLIC RELATIONS	-	2,800	11,151
100.1500.52.1330	TECHNICAL SERV-COMPUTER	96,842	-	69,112
100.1500.52.2210	REPAIR/MAINT EQUIPMENT	203	2,000	400
100.1500.52.2320	RENTAL OF EQUIPMENT	14,247	15,000	22,883
100.1500.52.3100	INSURANCE LIB/BOND	81,973	98,630	98,630
100.1500.52.3210	POSTAGE	1,915	2,500	-
100.1500.52.3220	TELEPHONE/WEB/PG/CALLING	15,554	15,000	19,318
100.1500.52.3300	ADVERTISING	2,753	-	4,555
100.1500.52.3400	PRINTING AND BINDING	2,278	2,500	356
100.1500.52.3500	YOUTH OPPORTUNITIES	11,439	10,000	1,584
100.1500.52.3610	GMA DUES	3,190	5,000	2,505
100.1500.52.3650	PROFESSIONAL DUES	250	1,000	45
100.1500.52.3700	EDUCATION AND TRAINING	(496)	-	-
100.1500.52.3920	PRE EMPLOYMENT PHYSICAL	185	-	-
100.1500.53.1110	SUPPLIES-OFFICE	4,793	-	6,013
100.1500.53.1300	HOSPITALITY	1,161	-	446
100.1500.53.1730	UNIFORMS	59	-	-
100.1500.54.2400	CAPITAL OUTLAY COMPUTER	4,504	-	5,623
100.1500.54.2500	PURCHASE OF EQUIPMENT	1,166	-	4,725
100.1500.57.1050	MEALS/WHEELS-FRIENDS LI	5,000	5,000	-
100.1500.57.1051	HANDS ON HENRY/LIFE MAN	-	-	-
100.1500.57.2030	HC CHAMBER COMMERCE DUE	-	-	-
100.1500.57.2050	HBMA DUES	-	-	-
100.1500.57.3100	BANK CHARGE	192	-	-
100.1500.57.3101	CREDIT CARD SURCHARGES	-	-	-
100.1500.57.3102	AMX CREDIT CARD SURCHARGE	-	-	-
100.1500.57.4100	OVER / SHORT BALANCING	(42)	-	295
Total Administration	377,664	297,187	299,860	321,200

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: The Financial Services Department is responsible for the management and oversight of the City's budget, accounts receivable and payable, investments, business tax collection, audits, cashiering functions, utility billing and accounting activities.

Positions: 6 Full-Time Employees

Mission Statement: The mission of the Financial Services Department is to effectively and efficiently provide the highest quality of fiscal services to the citizens of Hampton, elected officials and all city employees while continually enhancing the city's image and creditability in the finance community.

Accomplishments: Conversion to pool cash environment reducing 22 bank accounts to 14 accounts. Preparation of timely in-house monthly and annual financial reporting. Accounts receivable reduction due to improved collection efforts, and more communication and contact with our citizens. Established better intern controls regarding cash handling at City Hall.

Future Goals: Implementation of the most updated financial software (Incode) for online utility software and project costing module. Prepare Comprehensive Annual Financial Report (CAFR) and budget to obtain Governmental Financial Officers Association (GFOA) certification.

Actual 2019 Budget: \$163,710

FY 2020 Adopted Budget: \$195,514

Proposed 2021 Budget: \$253,440

Change: No changes made to the department.

FINANCIAL SERVICES

Financial Services		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1511.51.1100	REGULAR EMPLOYEES	74,494	143,500	142,500	142,500
100.1511.51.1101	SALARY-BEN REIMB FROM ENT FL	-	(84,438)	-	-
100.1511.51.1300	OVERTIME			34	-
100.1511.51.2100	GROUP HEALTH INSURANCE	11,080	14,397	4,647	7,761
100.1511.51.2200	SOCIAL SEC (FICA) CONTR	7,673	10,637	8,375	10,901
100.1511.51.2400	RETIREMENT CONTRIBUTION	2,978	12,256	7,215	13,295
100.1511.51.2700	WORKER'S COMPENSATION	-	512	212	233
100.1511.52.1210	PROFESS SERVICES	48,934	80,000	59,839	48,250
100.1511.52.1232	CONTRACTUAL SERVICES	-	-	-	-
100.1511.52.1240	PUBLIC RELATIONS	-	-	-	-
100.1511.52.3930	BANK CHARGES/PAYROLL	11,209	16,000	4,612	12,000
100.1511.52.3931	CREDIT CARD SURCHARGES	-	-	-	5,500
100.1511.53.1110	SUPPLIES OFFICE	1,387	600	1,103	1,000
100.1511.53.1730	UNIFORM	-	-	-	500
100.1511.53.2320	RENTAL OF EQUIPMENT	-	-	-	-
100.1511.53.3210	POSTAGE	1,416	-	1,709	3,000
100.1511.53.3220	TELEPHONE/WEB PG	1,031	800	-	2,000
100.1511.53.3300	ADVERTISING	-	-	-	-
100.1511.53.3400	PRINTING AND BINDING	-	450	4,147	3,000
100.1511.53.3500	TRAVEL	-	800	76	-
100.1511.53.3650	PROFESSIONAL DUES	220	-	905	1,500
100.1511.53.3700	EDUCATION AND TRAINING	-	-	-	2,000
100.1511.53.3910	DRUG TESTING	-	-	80	-
100.1511.54.2300	CAPITAL OUTLAY-FURNITURE	-	-	1,159	-
100.1511.54.2400	CAPITAL OUTLAY COMPUTER	3,288	-	-	-
Total Financial Services		163,710	195,514	236,613	253,440

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: Information Technology Department provides the highest quality technology-based services, in the most cost-effective manner, to facilitate City of Hampton services.

Positions: 1 Full-Time Employee

Mission Statement: The mission of the Information Technology Department is to establish and meet customer expectations in delivering core City-wide technology services and assist them in identifying opportunities to productively introduce new technology. Ensure all customers have easy access to accurate and timely City information and services via the Internet and Intranet.

Goals: Centralize City-wide IT functions to deliver core infrastructure services. Deploy and ensure support of a common infrastructure that meets the organization's business needs. Forecast and budget to deliver appropriate services. Implement and maintain effective IT governance to ensure IT investments are aligned with the City's Strategic Plan, business priorities, and IT standards.

Actual 2019 Budget: \$0

FY 2020 Adopted Budget: \$103,286

Proposed 2021 Budget: \$158,990

Change: No changes made to the department.

INFORMATION TECHNOLOGY

Information Technology		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1535.51.1100	REGULAR EMPLOYEES	-	65,000	65,000	65,000
100.1535.51.1300	OVERTIME	-	-	-	-
100.1535.51.2100	GROUP HEALTH INSURANCE	-	7,198	6,289	6,281
100.1535.51.2200	SOCIAL SEC (FICA) CONTR	-	4,973	4,155	4,973
100.1535.51.2400	RETIREMENT CONTRIBUTION	-	5,965	562	6,065
100.1535.51.2600	UNEMPLOYMENT INSURANCE	-	-	-	-
100.1535.51.2700	WORKERS COMPENSATION	-	250	-	111
100.1535.51.2900	TUITION REIMBURSEMENT	-	-	-	10,460
100.1535.52.1230	PROFESSIONAL SERVICES	-	15,000	6,237	-
100.1535.52.1330	TECHNICAL SERV-COMPUTER	-	-	-	-
100.1535.52.1232	CONTRACTUAL SERVICE	-	-	-	-
100.1535.52.2210	REPAIRS/MAINTAIN EQUIPMENT	-	-	-	-
100.1535.52.2320	RENTAL OF EQUIPMENT	-	-	-	-
100.1535.52.3210	POSTAGE	-	-	-	-
100.1535.52.3220	TELEPHONE/WEB PG	-	1,700	796	1,700
100.1535.52.3300	ADVERTISING	-	-	-	-
100.1535.52.3400	PRINTING AND BINDING	-	-	-	200
100.1535.52.3500	TRAVEL	-	-	-	2,000
100.1535.52.3650	PROFESSIONAL DUES	-	500	-	12,000
100.1535.52.3700	EDUCATION AND TRAINING	-	-	3,900	12,000
100.1535.53.1110	SUPPLIES OFFICE	-	-	45	1,000
100.1535.53.1115	COMPUTER SUPPLIES	-	2,500	824	1,000
100.1535.53.1730	UNIFORM	-	200	-	200
100.1535.54.2400	CAPITAL OUTLAY COMPUTER	-	-	-	36,000
Total Information Technology		-	103,286	87,808	158,990

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: The Director of Human Resource has three main areas of responsibility: employee recruitment, employee benefits, and professional development/training.

The Director periodically conducts pay studies which allows the City to recruit and retain quality talent, works with municipal insurance brokers to seek the most competitive rates for employee health and pension benefits, and creates training programs for professional development of department heads and supervisors. The Director ensures all departmental policies comply with state and federal law.

Positions: 1 Full-Time Employee

Mission Statement: To provide employees with unique opportunities to develop career skill sets in a stable work environment with equal opportunities for growth. Above all, employees will be provided the same level of caring and respect as our citizens who reside here.

Goals: The goals and objectives for the Human Resources Department are to balance the needs and goals of both the City of Hampton and its workforce. As the City continues to grow and develop, the needs and goals will continue to change. It is through cooperative action and forward-thinking mindset that City employees will be made better prepared for the future.

Actual 2019 Budget: \$109,683

FY 2020 Adopted Budget: \$112,727

Proposed 2021 Budget: \$125,169

Change: No changes made to department.

HUMAN RESOURCE DEPARTMENT

Human Resources		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1540.51.1100	REGULAR EMPLOYEES	63,438	82,400	82,400	82,400
100.1540.51.1300	OVERTIME	-	-	-	-
100.1540.51.2100	GROUP HEALTH INSURANCE	4,776	10,273	12,137	10,841
100.1540.51.2200	SOCIAL SEC (FICA) CONTR	5,960	6,304	5,978	6,304
100.1540.51.2400	RETIREMENT CONTRIBUTION	3,301	7,342	5,115	7,689
100.1540.51.2600	UNEMPLOYMENT INSURANCE	-	-	-	-
100.1540.51.2700	WORKERS COMPENSATION	-	308	53	140
100.1540.51.2900	TUITION REIMBURSEMENT	-	-	-	-
100.1540.52.1210	PROFESSIONAL DUES	485	-	-	-
100.1540.52.1230	PROFESSIONAL SERVICES	17,200	-	-	-
100.1540.52.1232	CONTRACTUAL SERVICE	101	-	-	-
100.1540.52.1240	PUBLIC RELATION	-	-	-	-
100.1540.51.2940	GIRMA CLAIM LOSS	-	-	-	-
100.1540.52.3210	POSTAGE	-	-	-	-
100.1540.52.3220	TELEPHONE/WEB PG	1,320	1,300	2,081	2,400
100.1540.52.3300	ADVERTISING	-	-	-	-
100.1540.52.3400	PRINTING AND BINDING	45	-	-	-
100.1540.52.3500	TRAVEL	3,295	500	-	-
100.1540.52.3650	PROFESSIONAL DUES	564	100	1,550	100
100.1540.52.3700	EDUCATION AND TRAINING	1,009	1,000	-	1,595
100.1540.52.3852	EMPLOYEE EVENTS AND REC	225	-	1,228	1,500
100.1540.52.3910	EMPLOYEE DRUG PRE EMPLOYME	1,075	1,500	115	-
100.1540.52.3912	EMPLOYEE HEALTH AND WELLNE!	-	-	-	10,500
100.1540.53.1110	SUPPLIES OFFICE	2,290	1,500	850	1,300
100.1540.53.1115	COMPUTER SUPPLIES	-	-	-	200
100.1540.53.1730	UNIFORM	-	200	-	200
100.1540.54.2400	CAPITAL OUTLAY COMPUTER	4,599	-	-	-
Total Human Resources		109,683	112,727	111,508	125,169

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: The Community Development Department upholds the goals and objectives set forth in the City of Hampton's Comprehensive Plan, which are implemented through the City's Zoning Codes and Regulations. The department provides technical expertise and serves as a liaison to many community boards and City Council. The Department is committed to providing excellent customer service to the development community with "one-stop shopping" counter services to fast-track the permitting process whenever possible.

Positions: 3 Full-Time Employees

Mission Statement: The department is committed to enhancing the present and future quality of life by ensuring an attractive, safe and environmentally-conscious community; constructing public infrastructure and recreational facilities; promoting active citizen participation; exercising stewardship through technical excellence, innovation and fiscal responsibility; creating a positive and inclusive climate for residents, businesses, and stakeholders.

Actual 2019 Budget: \$195,479

FY 2020 Adopted Budget: \$248,492

Proposed 2021 Budget: \$407,912

Reason for Change: Addition of a full-time Planner along with new professional services provided by the Department which include erosion control inspections and annual reporting, residential and commercial inspections, construction management, engineering plan review, and GIS mapping.

COMMUNITY DEVELOPMENT

Community Development		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.7450.51.1100	REGULAR EMPLOYEES	88,374	122,727	151,359	167,740
100.7450.51.1300	OVERTIME	924	-	5,290	4,261
100.7450.51.2100	GROUP HEALTH INSURANCE	10,615	14,397	18,401	21,773
100.7450.51.2200	SOCIAL SEC (FICA) CONTR	8,649	9,389	11,859	13,158
100.7450.51.2400	RETIREMENT CONTRIBUTION	11,683	3,479	5,677	13,521
100.7450.51.2700	WORKER'S COMPENSATION	0	300	106	1,109
100.7450.52.1230	PROFESSIONAL SERVICES/ENGIN	60,535	23,000	13,658	108,000
100.7450.52.1232	CONTRACTUAL SERVICES	7,600	40,000	34,996	50,000
100.7450.52.1236	TITLE SEARCH/PROFESSIONAL	-	-	-	14,000
100.7450.52.2220	REPAIR AND MAINT VEHICLE	56	1,000	300	400
100.7450.52.3210	POSTAGE	20	350	183	300
100.7450.52.3220	TELEPHONE	2,381	2,000	3,329	3,750
100.7450.52.3221	GPS TRACKING	-	-	-	-
100.7450.52.3300	ADVERTISEMENT	192	300	44	300
100.7450.52.3400	PRINTING AND BINDING	45	500	757	1,000
100.7450.52.3500	TRAVEL	165	500	-	500
100.7450.52.3650	PROFESSIONAL DUES	350	2,000	1,089	640
100.7450.52.3700	EDUCATION AND TRAINING	75	2,000	30	2,000
100.7450.52.3910	DRUG TESTING	-	-	157	160
100.7450.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
100.7450.53.0000	Hampton High School Community Project	-	25,000	-	-
100.7450.53.1110	SUPPLIES OFFICE	264	750	767	1,000
100.7450.53.1112	HISTORICAL SUPPLIES/TRA	-	-	-	200
100.7450.53.1113	TREE BOARD SUPPLIES/TRA	-	-	-	200
100.7450.53.1114	DDA TRAINING	-	-	-	-
100.7450.53.1270	ENERGY MOTOR FUEL/LUB	448	600	58	300
100.7450.53.1300	HOSPITALITY	225	-	-	-
100.7450.53.1730	UNIFORM PURCHASED	-	200	-	600
100.7450.54.2200	PURCHASE OF VEHICLE	-	-	-	-
100.7450.54.2300	PURCHASE OF FURN/FIX	-	-	-	1,000
100.7450.54.2400	CAPITAL OUTLAY COMPUTER	2,878	-	-	2,000
100.7450.54.2500	PURCHASE OF EQUIPMENT	-	-	-	-
Total Community Development		195,479	248,492	248,061	407,912

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

The Community Development Department brought planning and zoning, commercial plan review, business license review, and GIS services in-house. This action increased the City's revenues through collection of plan review fees, building inspection and permit fees, and zoning fees which formally due Henry County. We have updated codes and conflicting ordinances, implemented new City applications, processes, and fee schedules for development and permitting. We successfully attracted investors to our community that will bring new residential communities with higher per square foot costs than our current market. These developments will demonstrate architectural diversity, quality amenities, and provide improvements to our existing sewer and street infrastructure. Most notable has been our successful annexation of 1,900 acres adjacent to the Atlanta Motor Speedway. Its future development will assist local, regional and statewide economic growth.

The Community Development Department will continue to believe in and work towards the implementation of the Rose + Main development plan, oversee West Main Street Improvements Phase 1, Floyd Road Improvements, East Hampton Community Park Phase 1, and North-forty Trail Phase 2 Improvements. We will develop our GIS services and fees. We will complete grant applications for parks, trails, and street improvements. We will hire a new planner to assist in our day to day responsibilities including GIS services and certify existing staff as Level 1B ESC inspector.

October 1, 2020



Function: Coordinate market initiatives, Main Street events, and other general revitalization programs that market the district and the community through a series of targeted activities which highlight the local culture, art, music, dance and traditions that give each community its unique identity.

Positions: 1 Full-Time Employee

Mission Statement:

The mission of the Hampton Main Street Program is to preserve and enhance the historic charm and integrity of the community and to reinforce the downtown as the heartbeat of the community utilizing the 4 - Point Approach of the National Main Street Program.

Goals: To spur community transformation with the revitalization of Cherry Street. Cherry Street is an under-utilized space which impacts the visual appeal for both residents and visitors. Investment in infrastructure improvements and programming would make it a designation place within the City. Additionally, I would focus and rekindle commitment to historic preservation and implement cross-sector partnerships with public, private, and/or non-profit institutes to work cooperatively toward common development goals. Finally I desire to see the Main Street program empowered to a Main Street/Economic Department and add an events coordinator assistant position.

Actual 2019 Budget: \$194,749

FY 2020 Adopted Budget: \$192,777

Proposed 2020 Budget: \$202,908

Change: No changes made to department.

MAIN STREET

Main Street		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.7555.51.1100	REGULAR EMPLOYEES	108,405	51,500	59,714	59,714
100.7555.51.1300	OVERTIME	417	-	-	-
100.7555.51.2100	GROUP HEALTH INSURANCE	5,525	7,198	7,198	7,501
100.7555.51.2200	SOCIAL SEC (FICA) CONTR	10,651	3,940	3,940	4,568
100.7555.51.2400	RETIREMENT CONTRIBUTION	1,045	4,589	4,589	5,573
100.7555.51.2700	WORKER'S COMPENSATION		100	100	102
100.7555.52.1001	ECONOMIC DEVELOPMENT/DD		-	-	-
100.7555.52.1230	PROFESSIONAL SERVICES	6,892	5,000	545	5,000
100.7555.52.1240	PUBLIC RELATIONS	2,343	1,000	-	1,000
100.7555.52.1330	TECHNICAL SERVICES-COMPU	-	500	120	500
100.7555.52.2140	DOWNTOWN BEAUTIFICATION	-	-	-	-
100.7555.52.2212	TRAIL GRANT	200	-	-	-
100.7555.52.2213	HISTORIC GRANT	-	-	-	-
100.7555.52.2320	RENTAL OF EQUIPMENT	2,498	4,000	130	4,000
100.7555.52.3210	POSTAGE	9	1,000	167	500
100.7555.52.3220	TELEPHONE - WEB	2,752	5,000	2,420	5,000
100.7555.52.3300	ADVERTISING	9,939	10,000	6,435	10,000
100.7555.52.3400	PRINTING AND BINDING	2,169	4,500	735	2,000
100.7555.52.3500	TRAVEL	3,193	3,000	-	3,000
100.7555.52.3650	PROFESSIONAL DUES	772	1,700	1,104	1,500
100.7555.52.3700	EDUCATION AND TRAINING	1,607	7,000	3,017	4,950
100.7555.52.3852	EVENTS	31,794	21,000	9,457	20,000
100.7555.52.3910	DRUG TESTING	-	-	-	-
100.7555.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
100.7555.53.1110	SUPPLIES OFFICE	351	2,500	811	2,500
100.7555.53.1112	HISTORICAL TRAINING SUPPLIES	157	7,560	1,613	15,000
100.7555.53.1730	PURCHASE OF UNIFORMS	-	500	310	500
100.7555.54.2300	PURCHASE OF FUN /FIX	-	-	-	-
100.7555.54.2310	PURCHASE OF DECORATIONS	-	1,190	-	-
100.7555.54.2315	TRANSFER TO DDA	-	50,000	-	50,000
100.7555.54.2400	CAPITAL OUTLAY COMPUTER	2,421	-	-	-
100.7555.54.2500	PURCHASE OF EQUIPMENT	1,609	-	-	-
Total Main Street		194,749	192,777	102,406	202,908

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: To engage in crime prevention and investigation activities to secure the safety of the lives and property of the community. Provide public safety information to the community through partnership with civic groups, educators, and religious organizations. The Police Department is actively engaged in teaching gang awareness, active shooter training, and gun safety including personal safety classes for women and elderly citizens. The Police Department partners with the Henry County Sheriff's Department on their special response team (SRT).

Mission Statement: It is the mission of the Hampton Police Department to serve the community, safeguard lives and property, while enforcing all State and Local laws in a professional, ethical, and equal manner..

Goals: Maintain the agency's state certification by meeting and complying with all required standards. Move forward with restructuring of the department through interdepartmental promotions and continue de-escalation and crisis intervention training.

Positions: 19 Full-Time Employees

Actual 2019 Budget: \$1,535,994

FY 2020 Adopted Budget: \$1,612,380

Proposed 2021 Budget: \$1,722,056

Change: Designation of Capitan position and addition of one new officer.

POLICE DEPARTMENT

Police		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.3200.51.1100	REGULAR EMPLOYEES	977,663	1,023,786	1,014,500	1,071,795
100.3200.51.1300	OVERTIME	10,826	12,000	16,623	15,000
100.3200.51.1400	NIGHT SHIFT DIFF	-	-	6,768	13,150
100.3200.51.1500	WEEKEND SHIFT PAY	-	-	-	7,500
100.3200.51.2100	GROUP HEALTH INSURANCE	181,241	203,282	220,913	215,609
100.3200.51.2200	SOCIAL SEC (FICA) CONTR	87,430	78,320	72,856	84,146
100.3200.51.2400	RETIREMENT CONTRIBUTION	63,462	91,948	82,001	104,271
100.3200.51.2600	UNEMPLOYMENT INSURANCE	-	0	-	-
100.3200.51.2601	POAB ANNUITY	1,280	4,600	1,925	4,600
100.3200.51.2700	WORKER'S COMPENSATION	-	28,904	24,967	33,847
100.3200.52.1230	CONTRACTUAL SERVICES	-	1,000	-	1,000
100.3200.52.1240	PUBLIC / COMMUNITY RELA	4,913	4,000	-	5,000
100.3200.52.1300	TECHNICAL SERVICES	-	-	-	-
100.3200.52.2150	RANGE REPAIRS	-	1,500	1,437	6,750
100.3200.52.2201	REPAIR/MAINT BUILDING	-	2,600	1,665	2,600
100.3200.52.2210	REPAIRS/MAINT EQUIPMENT	2,197	4,000	2,928	4,000
100.3200.52.2220	REPAIRS/MAINT VEHICLE	21,052	18,000	10,784	14,500
100.3200.52.2320	RENTAL OF EQUIPMENT	3,090	-	2,819	3,500
100.3200.52.2330	LEASE PURCHASE OF VEHIC	-	3,500	-	-
100.3200.52.3210	POSTAGE	210	500	432	600
100.3200.52.3220	TELEPHONE	23,182	23,000	25,091	23,500
100.3200.52.3221	GPS TRACKING	3,048	3,100	2,612	3,300
100.3200.52.3250	GLENN NETWORK/GCIC	2,983	2,900	2,246	3,000
100.3200.52.3300	ADVERTISEMENT	120	240	-	120
100.3200.52.3400	PRINTING AND BINDING	543	500	278	350
100.3200.52.3500	TRAVEL	2,563	4,000	1,871	4,000
100.3200.52.3640	GA ASSOC CHIEF	315	400	316	350
100.3200.52.3700	EDUCATION AND TRAINING	7,606	8,000	4,742	20,000
100.3200.52.3710	CLERKS TRAINING	257	-	-	-
100.3200.52.3910	DRUG TESTING	-	-	312	300
100.3200.52.3911	PSYCHOLOGICAL EVALUATION	-	-	1,335	990
100.3200.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	245	750
100.3200.53.1110	SUPPLIES OFFICE	4,224	3,000	3,302	3,250
100.3200.53.1111	SUPPLIES - INVESTIGATOR	1,575	5,000	3,196	4,000
100.3200.53.1112	LEADS ON LINE	4,038	1,500	2,321	4,528
100.3200.53.1210	ENERGY WATER SEWER	1,394	1,500	-	-
100.3200.53.1220	ENERGY NATURAL GAS	1,555	1,500	-	-
100.3200.53.1230	ENERGY ELECTRICITY	5,575	6,000	-	-
100.3200.53.1270	ENERGY MOTOR FUEL/LUB	56,543	58,000	44,161	48,000
100.3200.53.1730	UNIFORM PURCHASES	12,022	13,200	17,016	14,000
100.3200.54.2200	PURCHASE OF VEHICLE	28,900	-	-	-
100.3200.54.2300	PURCHASE OF FURN/FIX	-	-	-	-
100.3200.54.2400	CAPITAL OUTLAY COMPUTER	14,163	-	-	-
100.3200.54.2401	POWER DMS PROGRAM	2,541	2,600	5,192	3,750
100.3200.54.2500	PURCHASE OF EQUIPMENT	9,483	-	-	-
Total Police		1,535,994	1,612,380	1,574,856	1,722,056

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

MUNICIPAL COURT

Function: The Municipal Court is responsible for record keeping and administrative duties for the City of Hampton Municipal Court System.

Positions: 1 Full-Time Employee

Mission Statement: The mission of the Municipal Court is to provide the citizens of the City of Hampton a judicial system dedicated to the principles of fair and impartial justice administered with respect and equality while providing a high level of integrity, professionalism and customer service.

Goals: To improve the efficiency and processing of Municipal Court fines by automating the collection of fees. Continue to improve on daily operational processes.

Actual 2019 Budget: \$162,981

FY 2020 Adopted Budget: \$183,002

Proposed 2021 Budget: \$175,299

Change: No changes made to the department.

Municipal Court		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.2650.51.1100	REGULAR EMPLOYEES	48,682	50,136	50,136	50,136
100.2650.51.1300	OVERTIME	18	-	38	-
100.2650.51.2200	SOCIAL SEC (FICA) CONTR	4,631	3,835	3,723	3,835
100.2650.51.2400	RETIRMENT CONTRIBUTION	2,790	4,338	4,786	4,680
100.2650.51.2100	GROUP HEALTH INSURANCE	1,592	7,198	8,211	7,806
100.2650.51.2700	WORKER'S COMPENSATION	-	95	2,374	592
100.2650.52.1221	PROFESS SERV-CITY JUDGE	10,350	11,000	11,291	11,000
100.2650.52.1222	PROFESS SERV-INDIG DEF	1,500	2,500	3,000	3,000
100.2650.52.1223	PROFESS SERV-SOLICITOR	-	-	-	-
100.2650.52.1224	PROFESS SERV-TRANSLATOR	320	500	175	250
100.2650.52.1230	CONTRACT/COURT OFFICER	-	-	-	-
100.2650.52.3220	TELEPHONE	-	250	211	-
100.2650.52.3245	COURTWARE SOLUTION	13,778	15,000	12,180	16,800
100.2650.52.3400	PRINTING	-	-	-	250
100.2650.52.3500	TRAVEL	-	500	-	500
100.2650.52.3620	WITNESS FEES	7	200	-	100
100.2650.52.3630	JUDICIAL DUES	-	200	-	-
100.2650.52.3650	DUES AND MEMEBERSHIP	-	250	60	250
100.2650.52.3700	EDUCATION TRAINING	-	500	245	500
100.2650.53.1110	OFFICE SUPPLIES	-	250	385	350
100.2650.53.1730	UNIFORM	-	250	-	-
100.2650.54.2400	CAPITAL OUTLAY COMPUTER	-	-	-	-
100.2650.57.1020	PROSECUTOR TRAINING FUND	36,081	38,000	25,718	30,000
100.2650.57.1030	PEACE OFFICER A&B FUND	11,322	11,000	7,539	10,000
100.2650.57.1040	FLINT VICTIMS ASST FUND	8,792	9,500	7,004	9,000
100.2650.57.1041	GA CRIME VICTIM DUI FUN	168	500	176	250
100.2650.57.1042	FELONY/MISDEMEANOR FUND	275	500	136	250
100.2650.57.1043	JOSHUA'S LAW FUND	-	-	-	-
100.2650.57.1080	HENRY CO JAIL AGREEMENT	17,857	20,000	14,038	20,000
100.2650.57.1085	CO DRUG ABUSE ED FUND	2,035	2,500	1,955	2,250
100.2650.57.1090	BRAIN & SPINAL TRUST FUND	642	1,000	721	1,000
100.2650.57.1095	DRIVERS ED/TRAINING FUN	2,091	3,000	1,599	2,500
Total Municipal Court		162,931	183,002	155,701	175,299

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

Function: The Public Works Department is responsible for providing top notch service to the citizens of Hampton. The Public Works Department is comprised of The Street Department, The Water and Sewer Department, The Electric Department, The Wastewater Plant, Park and Recs and the newly created Stormwater Department. The Public Works Department creates a safe, comfortable, and affordable place for the citizens of Hampton to call home and a place visitors desire to return to time and time again.

Positions: 32 Full-Time Employees

Mission Statement: To protect the infrastructure of the City by providing safe, clean water supply, and high-grade electrical services to our community.

Goals: We intend to aggressively attack the stormwater issues that have plagued the city for years. Pave roadways throughout the city that have failed due to poor installation and stormwater runoff. We desire to decrease our ecological footprint and begin transforming the City of Hampton into a Greener City. We intend to focus on City presentation, by increasing the City's curb appeal.

Change: Added Water and Wastewater Superintendent and Street Superintendent, as well as created a Stormwater Department..

PUBLIC WORKS DEPARTMENT

Facilities		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.1565.51.1100	REGULAR EMPLOYEES	27,178	-	-	-
100.1565.51.1300	OVERTIME	-	-	-	-
100.1565.51.2100	GROUP HEALTH INSURANCE	-	-	-	-
100.1565.51.2200	SOCIAL SEC (FICA) CONTR	2,104	-	-	-
100.1565.51.2400	RETIREMENT CONTRIBUTION	-	-	-	-
100.1565.51.2700	WORKERS COMPENSATION	-	-	-	-
100.1565.52.1210	PROFESSIONAL DUES	-	-	-	-
100.1565.52.1233	CONTRACTUAL SERVICES	-	-	-	-
100.1565.52.2120	EXTERMINATING	1,755	-	1,364	12,000
100.1565.52.2201	REPAIRS/MAINT BUILDING	26,620	38,820	20,846	38,000
100.1565.52.2210	REPAIRS/MAINT EQUIPMENT	47,229	32,000	20,292	40,500
100.1565.52.2310	RENTAL OF LAND / BUILDING	1,776	2,000	200	-
100.1565.52.2320	RENTAL OF EQUIPMENT	-	-	-	-
100.1565.52.3220	TELEPHONE	304	5,300	14	-
100.1565.52.3910	DRUG TESTING	-	-	-	-
100.1565.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
100.1565.53.1110	OFFICE SUPPLIES	8,672	-	225	-
100.1565.53.1160	SUPPLIES BUILDING	2,709	10,000	13,553	11,250
100.1565.53.1165	SUPPLIES COMMUNITY WORK	-	-	-	-
100.1565.53.1210	ENERGY WATER / SEWERAGE	10,464	5,600	11,795	9,000
100.1565.53.1220	ENERGY NATURAL GAS	5,471	5,800	5,140	6,800
100.1565.53.1230	ENERGY ELECTRICITY	178,551	169,200	155,699	125,000
100.1565.53.1270	ENERGY GASOLINE	-	-	-	-
100.1565.53.1730	UNIFORM PURCHASE	272	500	330	-
100.1565.54.2100	PURCHASE OF MACHINERY	-	-	-	-
100.1565.54.2300	PURCHASE FUR/FIX	338	-	-	-
100.1565.54.2400	CAPITAL OUTLAY COMPUTER	-	-	-	-
100.1565.54.2200	PURCHASE OF VEHICLE	-	-	-	-
100.1565.54.2500	PURCHASE OF EQUIPMENT	229	-	-	26,000
Total Facilities		313,672	269,220	229,458	268,550

“BRIDGING THE GAP BETWEEN THE PAST AND THE PRESENT, BUILDING TOWARD THE FUTURE”

PUBLIC WORKS DEPARTMENT *(continued)*

Streets & Highway		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.4200.51.1100	REGULAR EMPLOYEES	231,845	264,912	233,627	327,215
100.4200.51.1200	TEMPORARY EMPLOYEES	-	-	-	-
100.4200.51.1300	OVERTIME	8,823	10,000	12,087	15,000
100.4200.51.2100	GROUP HEALTH INSURANCE	51,202	66,003	57,562	56,219
100.4200.51.2200	SOCIAL SEC (FICA) CONTR	25,427	20,266	18,763	26,179
100.4200.51.2400	RETIREMENT CONTRIBUTION	26,501	22,335	15,970	34,237
100.4200.51.2700	WORKER'S COMPENSATION	-	13,973	21,756	23,388
100.4200.52.1210	PROFESSIONAL SERVICES	184	-	965	-
100.4200.52.2205	REPAIRS/MAINT STREETS/SIDWA	28,378	-	12,360	-
100.4200.52.2210	REPAIRS/MAINT EQUIPMENT	7,754	8,000	7,849	8,000
100.4200.52.2220	REPAIRS/MAINT VEHICLE	5,148	6,000	4,820	6,000
100.4200.52.2230	REPAIRS/MAINT RIGHT/WAY	11,086	-	-	5,000
100.4200.52.2231	TREE PRESERVATION /TREE	-	-	-	-
100.4200.52.2232	REPAIRS AND MAINT STROM	-	-	-	-
100.4200.52.2320	RENTAL OF EQUIPMENT	-	-	-	-
100.4200.52.2330	LEASE PURCHASE OF VEHICLE	-	-	-	-
100.4200.52.3220	TELEPHONE	2,386	2,000	2,935	2,000
100.4200.52.3221	GPS TRAINING	1,127	1,000	746	1,000
100.4200.52.3500	TRAVEL	431	600	18	-
100.4200.52.3700	EDUCATION AND TRAINING	515	1,500	95	1,000
100.4200.52.3850	CONTRACT LABOR	-	-	-	-
100.4200.52.3910	DRUG TEST	-	-	261	-
100.4200.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	300	-
100.4200.52.3930	HEPATITIS/TETANUS SHOT	66	-	-	-
100.4200.53.1120	SUPPLIES SMALL EQUIPT	992	1,500	49	6,000
100.4200.53.1121	OPERATING SUPPLIES	-	-	-	-
100.4200.53.1160	SUPPLIES BUILDING	-	-	240	100
100.4200.53.1165	SUPPLIES - SIGNS	1,486	1,500	1,505	1,500
100.4200.53.1230	ENERGY / TRAFFIC LIGHTS	378	500	-	-
100.4200.53.1270	ENERGY / MOTOR FUEL/LUB	19,220	20,000	18,611	16,000
100.4200.53.1730	UNIFORM PURCHASE	3,741	4,500	3,676	3,500
100.4200.54.1430	MAINTENANCE OF SIDE WALK	7,351	-	-	-
100.4200.54.2200	PURCHASE OF VEHICLE	-	-	-	-
100.4200.54.2300	PURCHASE OF FURNITURE/FIX	-	-	-	-
100.4200.54.2400	CAPITAL OUTLAY COMPUTER	-	-	-	-
100.4200.54.2500	PURCHASE OF EQUIPMENT	5,042	-	-	113,000
100.4200.57.1010	PRISONERS LUNCH	-	-	-	-
Total Streets & Highway		439,083	444,589	414,195	645,338

PUBLIC WORKS DEPARTMENT *(continued)*

Parks & Recreation		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
100.6200.51.1100	REGULAR EMPLOYEES	51,809	-	-	-
100.6200.52.1101	REGULAR EMPLOYEES - JANITORI	-	74,526	77,798	83,814
100.6200.51.1200	TEMPORARY EMPLOYEES	19,430	-	-	10,000
100.6200.51.1300	OVERTIME	4,507	4,500	619	4,500
100.6200.51.2100	GROUP HEALTH INSURANCE	8,818	7,198	22,393	14,078
100.6200.51.2200	SOCIAL SEC (FICA) CONTR	7,367	7,614	5,252	7,171
100.6200.51.2400	RETIREMENT CONTRIBUTION	6,102	2,482	2,342	4,447
100.6200.51.2700	WORKER'S COMPENSATION	-	1,573	276	1,258
100.6200.52.1230	PROFESS SERV ENGINEER	-	-	-	-
100.6200.52.2201	REPAIRS/MAINT BUILDING	355	2,000	985	5,000
100.6200.52.2210	REPAIRS/MAINT EQUIPMENT	8,495	5,000	407	8,000
100.6200.52.2240	REPAIRS/MAINT REHAB	3,616	7,500	2,157	4,000
100.6200.52.3220	TELEPHONE -INTERNET SERVICE	2,976	3,500	2,349	2,800
100.6200.53.1150	SPLASH PAD SUPPLIES	3,715	6,000	1,454	6,000
100.6200.53.1160	SUPPLIES BUILDING	956	1,000	122	1,500
100.6200.53.1210	ENERGY WATER / SEWAGE	3,200	3,000	50	3,000
100.6200.53.1230	ENERGY ELECTRICITY	11,965	9,000	855	8,000
100.6200.53.1300	SUPPLIES CONCESSIONS	1,416	-	200	200
100.6200.53.1730	UNIFORM	279	400	-	400
100.6200.54.2500	PURCHASE OF EQUIPMENT	4,114	-	-	-
100.6200.54.2600	OLD FORTSON LIBRARY	-	-	-	-
100.6200.57.2010	HAMPTON YOUTH ASSOCIATION	-	-	-	-
Total Parks & Recreation		139,120	135,293	117,259	164,168

SPLOST FUND CAPITAL PROJECTS

	Project Number	Funding Source	Activity	Years	Prior Cost Estimate	Actual Spent	New Cost Estimate	Responsible Party	Status
1	19350PS	SPLOST	Phone System Upgrade	2020-2020	\$75,000	\$24,365	\$0	Office of City Manager	COMPLETE
2	20350CHU/20322CHU	SPLOST	City Hall Upgrade	2020-2022	\$200,000	\$97,807	\$451,000	Office of City Manager	In progress
3		SPLOST	Old Fortson Library/ Community Center	2020-2022	\$250,000	\$3,560	\$250,000	City Public Works	In progress
4	20322DU	SPLOST	Glenn Mitchell/Train Depot Roof Repair	2020-2022	\$726,000	\$75,097	\$400,000	Office of City Manager	In progress
5		SPLOST	Municipal Court	2020-2020	\$150,000	*	\$0	Office of City Manager	COMPLETE
6		SPLOST	Community Center	2020-2022	\$175,000	\$0	\$0	Office of City Manager	Merged
7	20322DB	SPLOST	Downtown Beautification	2020-2020	\$50,000	**	\$0	Economic Development	COMPLETE
8	20322VPS	SPLOST	Purchase Vehicles	2018-2020	\$299,440	\$228,672	\$0	Police Department	COMPLETE
9		SPLOST	Category 1 Road Improvements / Paving	2020-2022	\$1,400,000	\$0	\$1,400,000	Public Works	Ongoing
10		SPLOST	Category 2 Sidewalk installation	2020-2022	\$400,000	\$35,554	\$200,000	Public Works	Ongoing
11	19322WMS	SPLOST	West Main Street Widening and Bike Path	2018-2022	\$300,000		\$400,000	Public Works	Ongoing
12	20322EPM	SPLOST	Electrical Poles / Meters and Supplies	2018-2022	\$215,720	\$185,435	\$0	Public Works/Utility	COMPLETE
13		SPLOST	Water System	2018-2022	\$39,000	\$38,796	\$0	Public Works/Utility	COMPLETE
14		SPLOST	Electrical Meters	2018-2022	\$118,000	\$113,327	\$0	Public Works/Utility	COMPLETE
15		SPLOST	Park Improvements	2020-2022	\$200,000	\$0	\$400,000	Public Works/Utility	Ongoing
16		SPLOST	McBrayer Skate Park	2020-2022	\$55,000	\$0	\$100,768	Public Works/Utility	Ongoing
17		SPLOST		2020-2022	\$200,000	\$0	\$0	Parks and Recreations	Merged



\$4,778,160

\$802,613

\$3,601,768

SPLOST Fund Balance

SPLOST Starting Fund Balance: \$3,601,768

\$3,601,768

* Funded by CARES Act

**Funded by Public Works

CAPITAL FUND OUTLAY PROJECTS

Project Number	Funding Source	Activity	Years	Prior Cost	Actual Spent	New Cost	Responsible Party	Status
		General Government						
1	SEWER IMPACT FEES	Debt Service Requirements	2020-2022		-	\$53,283	Public Works	Ongoing
2	POLICE IMPACT FEES	Public Safety	2020-2022	\$69,679	\$19,740	\$37,200	Public Safety	Ongoing
3	PARK & REC. IMPACT FEES	Parks and Recreation	2020-2022	\$365,909	\$1,625	\$421,094	Public Works	Ongoing
	-	East Hampton Community Park-Ph 1 (\$221,094)	-	-	\$0	-	-	-
	-	East Hampton Community Park-Ph 2 (\$150,000)	-	-	\$0	-	-	-
	-	North Forty Trail Park - Ph 2 (\$50,000)	-	-	\$0	-	-	-
4	SEWER IMPACT FEES	Sewer system improvements	2020-2022	\$1,449,429	\$599,308	-	Public Works	Ongoing
5	WATER IMPACT FEES	Water system improvements	2020-2022	\$432,805	\$63,553	-	Public Works	Ongoing
6	WATER IMPACT FEES	West Main Street Water Main Replacement	2020-2022	\$0	\$0	\$200,000	Public Works	Ongoing
7		Electric system improvements	2020-2022	\$189,509	\$269,807		Public Works/Utility	Ongoing
8	WATER IMPACT FEES	Well #9	2020-2022	\$0	\$0	\$300,000	Public Works	Future
9	GF RESERVE TRANSFER	Stormwater:	2020-2022	\$0	\$8,470	\$2,000,000	Public Works	Ongoing
	-	West Main Street Stormwater (\$200,000)	-	-	-	-	-	-
	-	Kyndal Drive Culvert Replacement (\$650,000)	-	-	-	-	-	-
	-	College Street / McBrayer Park Drainage Repairs (\$400,000)	-	-	-	-	-	-
	-	Georgia Avenue Drainage Repairs (\$750,000)	-	-	-	-	-	-
10	GF RESERVE TRANSFER	Road Paving :	2020-2022	\$0	\$0	\$1,000,000	Public Works	Ongoing
	-	Elm Street \$750k	-	-	-	-	-	-
	-	East King/Floyd Rd \$250k	-	-	-	-	-	-
	-	Community Development	-	\$185,492	\$185,492	\$0	-	-
				\$2,692,823		\$4,011,577		

GRANT FUND PROJECTS

<i>Project Number</i>	<i>Funding Source</i>	<i>Activity</i>	<i>Years</i>	<i>Prior Cost Estimate</i>	<i>Actual Spent</i>	<i>New Cost Estimate</i>	<i>Responsible Party</i>	<i>Status</i>
1	Capital Grant Fund	West Main Street Sidewalks	2018-2022	\$0	\$0	\$126,566	Public Works	Ongoing
2	Capital Grant Fund	Sidewalks East King Floyd Road	2018-2022	\$120,000	\$0	\$0	Public Works	
3	Capital Grant Fund	West Main Street Road Widening	2018-2022	\$514,162	\$0	\$200,000	Community Dev/ Public Works	<i>In Progress</i>
4	Capital Grant Fund	Hampton Community Park Phase 1	2018-2022	\$0	\$0	\$100,000	Community Dev/ Public Works	<i>In Progress</i>
5	Capital Grant Fund	Hampton Community Park Phase 2	2020-2022	\$0	\$0	\$150,000	Community Dev/ Public Works	<i>In Progress</i>
6	Capital Grant Fund	Parks and Recreation	2018-2022	\$200,000	\$12,825	\$0	Public Works	Ongoing
				\$834,162	\$12,825	\$576,566		

UNFUNDED CAPITAL PROJECTS

<i>Project Number</i>	<i>Funding Source</i>	<i>Activity</i>	<i>Years</i>	<i>Prior Cost Estimate</i>	<i>Actual Spent</i>	<i>New Cost Estimate</i>	<i>Responsible Party</i>	<i>Status</i>
1	TBD	City-Wide Fiber Installation	2021-2023	\$0	\$0	\$1,150,000	IT/ Public Works	Future
2	TBD	Construct Amphitheater	2019-2022	\$500,000	\$0	\$500,000	Economic Development/Public Works	Future
3	TBD	Hampton High School Community Partnership	2020-2022	\$25,000	\$0	\$25,000	Community Development	Future
4	TBD	Streetscape/Cherry, Barnett, Tom Eason, James	2019-2022	\$450,000	\$0	\$450,000	Economic Development/Public Works	Future
5	TBD	Stormwater/ Equipment	2020-2022	\$0	\$0	\$0	Public Works	Future
6	TBD	Waterline Well Construction	2020-2022	\$0	\$0	\$0	Public Works	Future
7	TBD	McBrayer Park Flood Study / Stormwater Drainage Improvements	2020-2022	\$0	\$0	\$150,000	Public Works	Future
8	TBD	Bridgemill Drive Stormwater / Drainage Improvements	2020-2022	\$0	\$0	\$75,000	Public Works	Future
9	TBD	Madisyn Drive / Flood Study / Stormwater and Culvert Replacement	2020-2022	\$0	\$0	\$600,000	Public Works	Future
10	TBD	Kyndal Drive / Stormwater Drainage / Off Site Runoff and Flood Study	2020-2022	\$0	\$0	\$150,000	Public Works	Future
11	TBD	Elm Street / Stormwater System Improvements	2020-2022	\$0	\$0	\$350,000	Public Works	Future
12	TBD	Canyons Court / Stormwater Drainage / Sewer Manhole Replacement	2020-2022	\$0	\$0	\$50,000	Public Works	Future
13	TBD	East Main Street South / Stormwater Drainage Study / Culvert Evaluation	2020-2022	\$0	\$0	\$200,000	Public Works	Future
				\$975,000	\$0	\$3,700,000		

ENTERPRISE FUND – ENTERPRISE FINANCIAL SERVICES

Enterprise Financial Services		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520.1511.51.1100	REGULAR EMPLOYEE	102,517	131,736	131,739	136,420
520.1511.51.1100	SALARY-BEN REIMB TO GEN FUND	0	195,384	195,384	-
520.1511.51.1300	OVERTIME	3,804	8,200	9,280	8,200
520.1511.51.2100	GROUP HEALTH INSURANCE	3,064	28,793	35,288	31,422
520.1511.51.2200	SOCIAL SEC (FICA) CONTR	10,854	10,078	10,150	11,063
520.1511.51.2400	RETIREMENT CONTRIBUTION	36,972	14,966	15,622	12,722
520.1511.51.2700	WORKER'S COMPENSATION	-	256	49	243
520.1511.52.1230	PROFESSIONAL SERVICES	5,523	9,000	56,664	31,750
520.1511.52.1330	TECHNICAL SERVICES	1,627	2,000	3,586	25,000
520.1511.52.2320	RENTAL OF EQUIPMENT	-	2,000	-	-
520.1511.52.3210	POSTAGE	9,383	14,400	14,019	14,000
520.1511.52.3220	TELEPHONE	136	250	1,219	1,500
520.1511.52.3400	PRINTING AND BINDING	-	1,000	-	-
520.1511.52.3500	TRAVEL	-	250	-	-
520.1511.52.3650	PROFESSIONAL DUES	-	250	-	1,000
520.1511.52.3700	EDUCATION AND TRAINING	-	-	-	2,000
520.1511.52.3700	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
520.1511.52.3910	DRUG TESTING	-	-	-	-
520.1511.52.3931	CREDIT CARD SURCHARGES	9,680	8,500	-	66,000
520.1511.52.3930	BANK CHARGES	1,668	1,500	111	2,000
520.1511.53.1110	SUPPLIES OFFICE	3,057	4,000	3,917	5,000
520.1511.53.1730	UNIFORM PURCHASED	-	-	-	500
520.1511.54.2200	PURCHASE OF VEHICLE	-	-	-	-
520.1511.54.2300	PURCHASE OF FURN/FIX	1,575	2,000	-	-
520.1511.54.2400	CAPITAL OUTLAY COMPUTERS	3,492	2,500	-	-
520.1511.54.2500	PURCHASE OF EQUIPMENT	-	5,000	5,572	-
Total Enterprise Financial Services		193,352	442,063	482,600	348,820

ENTERPRISE FUND – PUBLIC WORKS DEPARTMENT

Public Works		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520.4100.51.1100	REGULAR EMPLOYEE	258,406	276,666	241,771	255,174
520.4100.51.1200	TEMPORARY EMPLOYEES	-	-	-	-
520.4100.51.1300	OVERTIME	626	-	3,153	-
520.4100.51.2100	GROUP HEALTH INSURANCE	26,807	41,541	37,873	40,617
520.4100.51.2200	SOCIAL SEC (FICA) CONTR	25,223	21,165	17,787	19,521
520.4100.51.2400	RETIREMENT CONTRIBUTION	47,515	17,310	44,315	25,848
520.4100.51.2600	WORKER'S COMPENSATION	-	10,312	2,389	9,724
520.4100.52.1210	PROFESSIONAL SERVICES	98	4,000	99,878	23,226
520.4100.52.1310	TECHNICAL SERVICES	-	3,000	4,752	4,500
520.4100.52.2210	REPAIRS/MAINT EQUIPMENT	-	1,000	120	1,500
520.4100.52.2220	REPAIRS/MAINT VEHICLE	-	10,000	10,154	1,200
520.4100.52.3210	POSTAGE	-	200	41	100
520.4100.52.3220	TELEPHONE	9,516	9,100	8,049	9,500
520.4100.52.3221	GPS TRACKING	57	500	-	500
520.4100.52.3222	HYPER WEB	162	-	-	150
520.4100.52.3300	ADVERTISING	-	-	-	-
520.4100.52.3400	PRINTING AND BINDING	-	150	-	-
520.4100.52.3500	TRAVEL	-	1,100	-	1,500
520.4100.52.3650	PROFESSIONAL DUES	200	-	393	360
520.4100.52.3700	EDUCATION AND TRAINING	81,539	2,000	8,383	2,000
520.4100.52.3805	GIS LICENSES UPGRADE	-	-	-	-
520.4100.52.3910	DRUG TEST	-	-	80	-
520.4100.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
520.4100.52.3930	HEPATITIS/TETANUS SHOT	-	-	-	-
520.4100.53.1110	OFFICE SUPPLIES	1,660	4,000	5,708	5,500
520.4100.53.1270	ENERGY / MOTOR FUEL/LUB	3,838	4,500	4,569	3,500
520.4100.53.1730	UNIFORM PURCHASE	879	1,000	1,536	600
520.4100.54.2300	PURCHASE OF FURNITURE/FIX	-	-	-	-
520.4100.54.2400	CAPITAL OUTLAY COMPUTER	1,977	-	1,506	-
520.4100.54.2500	PURCHASE OF EQUIPMENT	774	-	775	-
Total Public Works		459,277	407,544	493,231	405,020

ENTERPRISE FUND – WASTEWATER DEPARTMENT

Wastewater		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520.4300.51.1100	REGULAR EMPLOYEE	164,560	205,293	100,804	250,678
520.4300.51.1200	TEMPORARY EMPLOYEES	-	-	-	-
520.4300.51.1300	OVERTIME	639	8,000	-	8,000
520.4300.51.2100	GROUP HEALTH INSURANCE	17,042	28,194	19,369	20,804
520.4300.51.2200	SOCIAL SEC (FICA) CONTR	13,654	15,705	7,544	19,177
520.4300.51.2400	RETIREMENT CONTRIBUTION	28,510	19,952	10,167	14,355
520.4300.51.2700	WORKER'S COMPENSATION	-	3,563	1,409	1,632
520.4300.52.1010	PURCHASED/CONTRACTED SERVICES	18,339	28,300	21,321	18,000
520.4300.52.1210	PROFESSIONAL SERVICES	-	-	1,286	-
520.4300.52.1230	PROFESSIONAL SERV-ENGINEER	1,000	-	-	-
520.4300.52.1320	TECH SERV BACKUP GENERATOR	3,279	3,000	1,570	-
520.4300.52.1330	TECHNICAL SERVICE COMPUTER	-	-	-	-
520.4300.52.2210	REPAIRS/MAINT EQUIPMENT	10,074	5,000	10,611	15,000
520.4300.52.2220	REPAIRS/MAINT VEHICLE	730	-	-	700
520.4300.52.2240	SLUDGE REMOVAL	48,854	53,000	37,631	125,000
520.4300.52.2320	RENTAL OF EQUIPMENT	198	-	-	-
520.4300.52.2330	LEASE PURCHASE OF VEHICLE	-	-	-	-
520.4300.52.3210	POSTAGE	1,200	1,500	196	500
520.4300.52.3220	TELEPHONE	3,418	2,500	3,958	3,200
520.4300.52.3221	GPS TRACKING	-	-	-	-
520.4300.52.3222	HYPER WEB	-	-	-	-
520.4300.52.3300	ADVERTISING	-	-	-	-
520.4300.52.3400	PRINTING AND BINDING	-	-	-	-
520.4300.52.3500	TRAVEL	290	2,500	1,549	2,000
520.4300.52.3600	FEES EPD	-	-	-	-
520.4300.52.3650	PROFESSIONAL DUES	54	350	-	350
520.4300.52.3700	EDUCATION AND TRAINING	1,003	2,000	1,092	2,000
520.4300.52.3805	GIS LICENSES UPGRADE	-	-	-	-
520.4300.52.3910	DRUG TEST	-	-	89	-
520.4300.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
520.4300.52.3930	HEPATITIS/TETANUS SHOT	-	-	-	-
520.4300.52.9000	INTEREST EXPENSE	-	-	-	-
520.4300.53.1110	OFFICE SUPPLIES	76	-	-	150
520.4300.53.1131	SUPPLIES NEW SUBDIVISIONS	-	-	-	-
520.4300.53.1150	SUPPLIES WASTEWATER SYSTEM	31,841	30,000	31,371	35,000
520.4300.53.1270	ENERGY / MOTOR FUEL/LUB	3,018	4,200	2,840	3,800
520.4300.53.1600	WATERSHED PROTECTION	6,088	-	6,314	4,500
520.4300.53.1601	DNR/EPD PERMIT REQ TEST	3,176	-	-	4,000
520.4300.53.1730	UNIFORM PURCHASE	529	1,100	1,008	1,200
520.4300.54.2300	PURCHASE OF FURNITURE/FIX	-	-	-	-
520.4300.54.2400	CAPITAL OUTLAY COMPUTER	4,409	-	-	6,500
520.4300.54.2500	PURCHASE OF EQUIPMENT	-	-	-	-
520.4300.58.1000	DEPRECIATION	-	-	-	-
520.4300.58.1100	AMORTIZATION	-	-	-	-
Total Wastewater		361,981	414,157	260,130	536,546

ENTERPRISE FUND – WATER DEPARTMENT

Water		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520.4400.51.1100	REGULAR EMPLOYEE	192,801	183,097	166,152	173,741
520.4400.51.1200	TEMPORARY EMPLOYEES	-	25,000	-	25,000
520.4400.51.1300	OVERTIME	23,615	15,000	24,813	20,000
520.4400.51.2100	GROUP HEALTH INSURANCE	37,247	47,577	50,353	43,265
520.4400.51.2200	SOCIAL SEC (FICA) CONTR	19,418	14,007	13,085	15,516
520.4400.51.2400	RETIREMENT CONTRIBUTION	47,515	19,459	20,380	16,338
520.4400.51.2700	WORKER'S COMPENSATION	-	6,696	7,045	7,733
520.4400.52.1010	PURCHASED/CONTRACTED SERVICES	52,713	30,000	18,718	30,000
520.4400.52.1210	PROFESSIONAL SERVICES	69	10,800	33,357	10,000
520.4400.52.1230	PROFESSIONAL SERVICES ENGINEER	4,815	-	-	-
520.4400.52.2200	REPAIR AND MAINT LIFT STATIONS	-	25,000	23,673	36,000
520.4400.52.2210	REPAIRS/MAINT EQUIPMENT	27,348	22,000	28,241	9,500
520.4400.52.2220	REPAIRS/MAINT VEHICLE	2,880	4,000	5,444	3,500
520.4400.52.2320	RENTAL OF EQUIPMENT	16,455	200	-	100
520.4400.52.2330	LEASE PURCHASE OF VEHICLE	-	-	-	-
520.4400.52.3210	POSTAGE	985	750	622	750
520.4400.52.3220	TELEPHONE	1,881	2,700	3,159	2,700
520.4400.52.3221	GPS TRACKING	627	700	560	-
520.4400.52.3222	HYPER WEB	-	-	-	700
520.4400.52.3300	ADVERTISING	-	100	-	-
520.4400.52.3400	PRINTING AND BINDING	-	200	-	-
520.4400.52.3500	TRAVEL	2,190	2,500	-	1,000
520.4400.52.3600	FEES EPD	-	-	-	-
520.4400.52.3650	PROFESSIONAL DUES	604	-	-	-
520.4400.52.3700	EDUCATION AND TRAINING	799	1,100	-	800
520.4400.52.3805	GIS LICENSES UPGRADE	-	-	-	-
520.4400.52.3910	DRUG TEST	-	-	39	-
520.4400.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	-
520.4400.53.1110	OFFICE SUPPLIES	-	-	-	-
520.4400.53.1131	SUPPLIES NEW SUBDIVISIONS	-	-	-	-
520.4400.53.1140	SUPPLIES - WATER SYSTEM	11,976	-	3,003	-
520.4400.53.1270	ENERGY / MOTOR FUEL/GASOLINE DIESEL	18,089	15,000	14,182	15,000
520.4400.53.1730	UNIFORM PURCHASE	1,952	2,000	1,031	2,000
520.4400.53.1510	PURCHASE OF WATER - RESALE	832,706	753,900	822,000	838,000
520.4400.54.2300	PURCHASE OF FURNITURE/FIX	-	-	-	-
520.4400.54.2400	CAPITAL OUTLAY COMPUTER	2,500	1,500	-	-
520.4400.54.2500	PURCHASE OF EQUIPMENT	1,391	-	-	-
Total Water		1,300,576	1,183,286	1,235,857	1,251,643

ENTERPRISE FUND – SANITATION DEPARTMENT

Sanitation		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520.4500.52.2110	SANITATION CONTRACT	412,019	385,000	372,000	381,000
520.4500.52.2210	REPAIRS/MAINT EQUIPMENT	5,109	5,500	2,784	4,500
520.4500.53.1130	SUPPLIES CLEANUP DAY	17,314		-	
520.4500.53.1131	SUPPLIES	-	-	-	-
520.4500.53.1300	HOSPITALITY	39	600	-	-
520.4500.54.2300	PURCHASE OF FURNITURE/FIX	-	-	-	-
520.4500.54.2400	CAPITAL OUTLAY COMPUTER	-	-	-	-
520.4500.54.2500	PURCHASE OF EQUIPMENT	-	-	-	-
520.4500.57.1090	COUNTY LANDFILL FEES (Including City-wide Clean-up)	21,191	55,000	31,956	50,000
Total Sanitation		455,672	446,100	406,740	435,500

ENTERPRISE FUND – ELECTRIC DEPARTMENT

Electric		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520.4600.51.1100	REGULAR EMPLOYEE	222,500	311,650	262,274	320,091
520.4600.51.1200	TEMPORARY EMPLOYEES		24,000	-	-
520.4600.51.1300	OVERTIME	10,026	38,467	32,352	30,000
520.4600.51.2100	GROUP HEALTH INSURANCE	24,923	23,841	31,541	39,672
520.4600.51.2200	SOCIAL SEC (FICA) CONTR	20,964	33,195	21,943	26,782
520.4600.51.2400	RETIREMENT CONTRIBUTION	28,510	8,910	15,194	35,813
520.4600.51.2600	UNEMPLOYMENT INSURANCE	-	-	-	8,910
520.4600.51.2700	WORKERS COMPENSATION		-	2,476	4,238
520.4600.52.1210	PROFESSIONAL SERVICES	98	-	88,668	88,668
520.4600.52.1230	PROFESSIONAL SERVICES ENGINEER	1,654	38,000	43,055	36,000
520.4600.52.2210	REPAIRS/MAINT EQUIPMENT	5,981	8,300	5,285	7,000
520.4600.52.2220	REPAIRS/MAINT VEHICLE	7,295	6,000	626	10,000
520.4600.52.2230	REPAIR AND MAINT /R W	35,800	45,000	40,005	20,000
520.4600.52.2320	RENTAL OF EQUIPMENT	329	200	146	200
520.4600.52.2330	LEASE PURCHASE OF VEHICLES	-	-	-	-
520.4600.52.3210	POSTAGE	-	-	-	-
520.4600.52.3220	TELEPHONE	1,278	2,208	2,036	2,200
520.4600.52.3221	GPS TRACKING	475	684	342	475
520.4600.52.3222	HYPER WEB	-	-	-	-
520.4600.52.3300	ADVERTISING	-	-	-	-
520.4600.52.3400	PRINTING AND BINDING	-	200	-	125
520.4600.52.3500	TRAVEL	-	2,000	-	2,000
520.4600.52.3650	PROFESSIONAL DUES	-	-	-	-
520.4600.52.3700	EDUCATION AND TRAINING	-	11,000	12,748	12,000
520.4600.52.3805	GIS LICENSES UPGRADE	-	-	-	-
520.4600.52.3910	DRUG TEST	-	-	168	80
520.4600.52.3920	PRE-EMPLOYMENT PHYSICAL	-	-	-	125
520.4600.52.3930	HEPATITIS/TETANUS SHOT	-	-	-	-
520.4600.52.9000	INTEREST EXPENSE	-	-	-	-
520.4600.53.1110	OFFICE SUPPLIES	-	-	6,443	-
520.4600.53.1130	SUPPLIES ELECTRIC SYSTEM	61,395	-	-	-
520.4600.53.1131	SUPPLIES NEW SUBDIVISION	-	-	-	-
520.4600.53.1231	ENERGY STREET LIGHTS	18,613	22,000	18,000	22,000
520.4600.53.1270	ENERGY / MOTOR FUEL/LUB	4,827	10,400	5,408	6,500
520.4600.53.1730	UNIFORM PURCHASE	3,871	4,400	1,853	6,800
520.4600.53.1510	PURCHASE OF ELECTRIC RESALE	2,793,506	2,495,000	2,464,030	2,494,000
520.4600.54.1414	ELECTRICAL LINE IMPROV	-	-	-	55,000
520.4600.54.2300	PURCHASE OF FURNITURE/FIX	-	-	-	-
520.4600.54.2400	CAPITAL OUTLAY COMPUTER	1,499	-	-	-
520.4600.54.2500	PURCHASE OF EQUIPMENT	5,247	3,500	-	15,000
Total Electrical		3,248,791	3,088,955	3,054,594	3,243,679

ENTERPRISE FUND – STORMWATER DEPARTMENT

Stormwater		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
520	REGULAR EMPLOYEE	-	-	-	-
520	OVERTIME	-	-	-	-
520	GROUP HEALTH INSURANCE	-	-	-	-
520	SOCIAL SEC (FICA) CONTR	-	-	-	-
520	RETIREMENT CONTRIBUTION	-	-	-	-
520	WORKERS COMPENSATION	-	-	-	-
Total Stormwater		-	-	-	-

SPLOST IV BALANCES, FUND REVENUES & FUND BALANCE

322-SPLOST Anticipated Revenues	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Beginning Fund Balance	2,660,825	3,529,720.00	3,732,608	3,600,768
Intergovernmental	1,282,153	1,281,000	580,919	-
Transfer from General Fund	16,780	-	86,724	-
Interest Income	4,607	1,500	3,130	1,000
Total Revenues	1,303,540	1,282,500	670,773	1,000
Total Revenues and Fund Balance	3,964,365	4,812,220	4,403,381	3,601,768

SPLOST IV BALANCES, FUND REVENUES & FUND BALANCE

322-SPLOST Anticipated Expenditures	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
General Government				
Municipal Building - City Hall Improvements	4,078	200,000	97,807	451,000
Municipal Court		200,000	-	-
Old Fortson Library		250,000	3,560	250,000
Community Center		-	-	-
Telephone System Upgrade		75,000	24,365	-
Public Safety		300,000	228,672	-
Vehicles	78,506	-	-	-
Public Works/Utilities			-	-
Road Paving		1,565,500	-	1,400,000
Christian Court \$31,500	-	-	-	-
Cobblestone Court \$61,500	-	-	-	-
Crystal Court \$59,900	-	-	-	-
Cunningham Street \$37,500	-	-	-	-
Peeble Ridge Drive \$70,000	-	-	-	-
Dogwood Ridge \$96,000	-	-	-	-
Eva Drive \$71,000	-	-	-	-
Lake Hampton Road \$142,000	-	-	-	-
Lake Vista Court \$27,900	-	-	-	-
Laraleen Lane \$21,500	-	-	-	-
Milestone Drive \$229,500	-	-	-	-
Oakmont Court \$30,000	-	-	-	-
Peeble Ridge Drive \$84,500	-	-	-	-
Rockledge Way \$31,200	-	-	-	-
Stoneridge Court \$87,000	-	-	-	-
Stoneridge Trail \$49,000	-	-	-	-
Windpfer Ridge \$270,000	-	-	-	-
Glenn Mitchel Train Depot		726,000	75,097	400,000
West Main Street Widening	-	-	-	400,000
Street Projects	-	-	-	-
Electrical Poles, Meters & Supplies			185,435	
Category 2 Sidewalk Construction	145,375	400,000	35,554	200,000
Water System Improvements/Well	2,218	-	38,796	-
Electrical Projects	-	-	113,327	-
Parks & Recreation			-	-
Park Improvements	-	245,000	-	400,000
Skateboard Park		55,000	-	100,768
Park Facilities - Recreation Development Land Acquisition		320,720	-	-
Economic Development			-	-
Downtown Beautification	1,580	50,000	-	-
Renovation Community Center	-	-	-	-
Transfers to Capital Grants Fund			-	-
CBDG Match		300,000	-	-
LWCF Match		100,000	-	-
Total Expenditures	231,757	4,787,220	802,613	3,601,768

HOTEL / MOTEL

FUND REVENUES & EXPENSES

275-Hotel / Motel Tax Fund Anticipated Revenues		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Beginning Fund Balance		23,405	-	31,369	34,995
General Taxes		13,417	12,500	15,151	15,908
Interest Income		67	35	37	40
Total Revenue		13,484	12,535	15,188	15,948
Total Fund Balance and Revenue		36,889	12,535	46,557	50,943
275-Hotel / Motel Tax Fund Anticipated Expenditures		FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Description					
Public Relations		-	7,000	6,006	7,060
Bank Charges		70	-	-	-
Chamber of Commerce		5,450	5,000	5,556	5,750
Total Expenditures		5,520	12,000	11,562	12,810
Net Revenue over Expenditures		7,964	535	3,626	3,138
Ending Fund Balance		31,369	-	34,995	38,133

CAPITAL GRANTS FUND

BALANCES, REVENUES & EXPENSES

341 - Capital Grant Fund Anticipated Revenues	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Beginning Fund Balance	137,581	139,391	139,391	221,337
LMIG Grant	-	94,771	94,771	-
LCI Grant	-	-	-	-
CDBG Grant	-	300,000	-	200,000
LWCF Grant	-	100,000	-	250,000
GDOT Reimbursement	-	-	-	-
Forestry Trail Grant	-	-	-	-
Donations	5,110	-	-	-
CDBG Match (From SPLOST)	-	300,000	-	-
LWCF Match (From SPLOST)	-	100,000	-	-
Total Revenues	5,110	894,771	94,771	450,000
Total Fund Balance and Revenues	142,691	1,034,162	234,162	671,337
341 - Capital Grant Fund Anticipated Expenditures	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
General Government	-	-	-	-
Public Safety	3,300	-	-	-
Highway and Streets:	-	-	-	-
West Main Street Sidewalks	-	200,000	-	126,566
Sidewalks - East King - Floyd Road	-	120,000	-	-
West Main Street Road Widening	-	514,162	-	200,000
	-	-	-	100,000
Hampton Community Park Phase 2	-	-	-	150,000
Parks and Recreation	-	200,000	12,825	-
Total Expenditures	3,300	1,034,162	12,825	576,566
Ending Fund Balance	139,391	-	221,337	94,771

CAPITAL OUTLAY FUND

BALANCES, REVENUES & EXPENSES

350 - Capital Project Fund Anticipated Revenues	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
Beginning Fund Balance	-	1,460,560	1,452,795	1,053,922
Draw down from Reserve	-	-	-	3,000,000
Police Impact Fees	-	17,187	966	21,768
Park Impact Fee	-	146,856	9,791	192,252
Water Impact Fee	96,231	87,908	-	793,712
Sewer Impact Fee	150,563	468,020	693,677	1,734,192
Electric Tap Fee	23,000	58,800	44,688	-
Donations	-	2,500	-	-
Interest Income	-	-	-	-
Transfer SPLOST	-	265,500	-	-
Total Revenue	269,794	2,507,331	2,201,917	6,795,846

CAPITAL OUTLAY FUND

BALANCES, REVENUES & EXPENSES

350 - Capital Project Fund Anticipated Expenditures	FY2019 Actuals	Budget FY2020	Projected FY2020	Budget FY2021
General Government	3,850	-	-	-
Debt Service Requirements	-	-	-	53,283
Public Safety	-	69,679	19,740	37,200
Highway and Streets	74,000	-	-	-
Parks and Recreation	-	365,909	1,625	421,094
<i>East Hampton Community Park-Ph 1 (\$221,094)</i>	-	-	-	-
<i>East Hampton Community Park-Ph 2 (\$150,000)</i>	-	-	-	-
<i>North Forty Trail Park - Ph 2 (\$50,000)</i>	-	-	-	-
Sewer system improvements	53,403	1,449,429	599,308	-
Water system improvements	96,231	432,805	63,553	-
West Main Street Water Main Replacement	-	-	-	200,000
Electric system improvements	23,000	189,509	269,807	-
Streetscape/Cherry Street	-	-	-	-
Hampton High School Community Partnership	-	-	-	-
Stormwater Program/Equipment	19,310	-	-	-
Waterline Well Construction	-	-	-	-
Well #9	-	-	-	300,000
Stormwater:	-	-	8,470	2,000,000
<i>West Main Street Stormwater (\$200,000)</i>	-	-	-	-
<i>Kyndal Drive Culvert Replacement (\$650,000)</i>	-	-	-	-
<i>College Street / McBrayer Park Drainage Repairs (\$400,000)</i>	-	-	-	-
<i>Georgia Avenue Drainage Repairs (\$750,000)</i>	-	-	-	-
Road Paving :	-	-	-	1,000,000
<i>Elm Street \$750k</i>	-	-	-	-
<i>East King/Floyd Rd \$250k</i>	-	-	-	-
Community Development	-	-	185,492	-
Total Expenditures	269,794	2,507,331	1,147,995	4,011,577
Balance after Expenditures	-	-	1,053,922	2,784,269